

Island Readers & Writers
Board of Directors Special Meeting
Tuesday, November 5, 2024
Zoom

In attendance: Jan Coates, Debbie Jamieson, Andrea Gilmore, Elizabeth Hodder Corbus, Susan Peck, Alexandra Hinrichs, Lauren Jennings, Kelsey Buckley

Lauren called the meeting to order at 4:33pm. Lauren indicated that this is a short, special meeting to reorient the Board to our new President as well as key next steps regarding our strategic planning process as well as our Executive Director Search. A short update will be followed by Executive Session.

Lauren outlined four objectives for the Board:

- Strategic Planning: This can be priorities or focus areas, but should align with our search.
- Executive Director Search:
- Strengthening our Board: Working together as a close and cohesive group with good communications around our work
- Work closely with Debbie Jamieson to prepare her as our future Board president.

Discussion

SP: How much of our strategic plan should we have completed before we bring on a new ED?

Lauren: We should have a strong set of objectives. We don't need to have all our tactical approaches in place but we need the high level initiatives so that we can have a new ED hit the ground running. These objectives will also go hand in hand with shaping the ED position description and the strengths we want to look for most in a candidate.

EHC: Critical to make explicit our organization's strengths in our strategic plan. We need to be clear with the new ED what makes us operate well and the way we do.

Lauren: Preparation for the January 2025 meeting will be critical.

Lauren: A question to the Board—should we schedule 2-3 1-hour calls to discuss different aspects of our work before the Jan 2025 meeting? Is this helpful? Would be in conjunction with written materials. How best to prepare our group to make the most of that time.

Also, is this a good time to bring new Board members into the organization?

Overview of two BOD candidates: Carol Martin (sp)? She has a history with IRW, background in governance and strategic planning. Emily Burke is a local fundraising professional, has passion for the organization, and is enthusiastic.

Specifically, is this the best timing? Both would be good candidates.

Lauren: Can we also set up some individual calls to discuss these two subjects?

Concludes update.

Executive Session

Report on Search Committee Inaugural Meeting

Search Committee discussed a timeline and met with the consultant that Allison recommended. Other salient points: we need to have strong staff engagement and be cognizant of them.

High level review of the timeline.

Meeting adjourned.