

USMS CONVENTION – Orlando, FL 2004

Committee Name: Planning Session # (if more than one meeting): 1 Cmte. report #: 28

Minutes recorded by: Deb Morrin-Nordlund Date/time of this meeting: 9/16/04, 2:30pm

ACTION ITEMS PROPOSED EXPENDITURES

ACTION ITEMS

1. Committee will coordinate with Marketing Committee and work on strategies for approaching facilities and organizations involved in facility management.
2. MSA to reaffirm the governance subcommittee recommendation on restructuring of Executive Committee.
3. MSA to send recommendation on Executive Committee restructuring to Legislation Committee.
4. MSA to propose the two possible Board of Director structures (Plans A and B)

Committee Chair: Betsy Durrant Vice Chair(s): _____

Number of committee members present: 15 Absent: 7 Number of other delegates at this meeting: 18

Committee members present : Betsy Durrant, Joan,Alexander, Doug Church, Maria Doegler, Gordan Gillin, Michael Heather, Sarah Hromada, Lucy Johnson, Homer Lane, Mark Moore, Deb Morrin-Nordlund, Jeff Moxie, Carl Saxton, Dore Schwab, Jim Wheeler

MINUTES

The meeting was called to order at: 2:35pm

- I. Committee members introduced themselves.
- II. Committee business
 - A. Old business
 1. Facilities brochure currently in marketing committee; need to go not just to facilities but to town councils, etc.
 2. Structure/Governance subcommittee – recap of committee work
 - B. New business
 1. strategies for approaching facilities (see action items)
 2. reaffirmation of governance task force on Executive Committee (see action items)
- III. Governance Subcommittee business
 - A. Comments/concerns from open meeting
 1. overall plan well received
 2. reaffirmation of recommendation on Executive Committee (see action items)
 3. discussion of Executive Director position
 4. discussion of need for more work on Board of Directors make-up
 - B. Discussion of changes and recommendation
 1. discussion of what we are trying to accomplish in membership of Board.
 2. strong feeling/identity with current Zones
 3. structure of Board, how to elect non-Executive Committee member, need diversity
 4. have geographic distribution for these members, should get diversity in interests, knowledge of different areas covered in VP positions
 5. need to consider Board continuity, possibly stagger elections?

Potential Board of Directors formation (in addition to Executive Committee members) to be proposed at the next open Governance meeting .

Plan A: Eight (one from each Zone) and an additional at large

Plan B: 5 categories based on groups of LMSCs by size (XS,S,M,L,XL) named based on LMSC size at this time (and revisited prior to each election) and four other members selected geographically.

The meeting was adjourned at 4:05pm:

TASKS FOR THE UPCOMING YEAR

1. coordinate with Marketing Committee and work on strategies for approaching facilities and organizations involved in facility management
2. continue governance discussion