



Meeting Minutes

Harmonia Collaborative Care Board of Directors Governance and Executive Committee

Location: Zoom Video Platform

Date: February 22, 2024, 8:30 AM to 9:30 AM

Members Attending: Lou Atti, Chair; Howard Martin; Rajan Patel, Valerie Nowak

Excused: Christine Kluckhohn; John Grennell

Guest: Marta Hiczewski

Agenda items:

Approval of January Committee Minutes

Motion by Raj – Second by Howard – Motion Approved to accept as presented

Recruitment for Directors

- **Discuss current status and next steps**
 - We continue to look for individuals with the following backgrounds:
 - Attorney
 - Insurance
 - Health
 - Philanthropic
 - Val to post on LinkedIn for all to share
 - Val will also reach out to Leadership Buffalo
- Marta has agreed to help organize the tracking of leads. She will share the spreadsheet that was developed by Raj and keep it up to date for those unable to access it
- The suggestion was made to turn this over to Val's admin once hired
- Discussed meeting prior to the Garden Event to review the guest list and approach to solicit
- Progress will be reviewed at monthly board meetings

New Business

- **Board Retreat 2024 Plan**
 - The committee discussed not having the board retreat as planned
 - The May 15th meeting would be the required annual board meeting with key topics to include
 - Board Expectations

- Required annual items – such as board members terms and committee assignments
- An abbreviated review of the prior strategic plan results. The current plan sunsets at the end of this year
- Other items as the agenda is developed
- The meeting would be in person and run until 10:30
- Strategic planning would be moved to a date TBD in September
 - An agenda will be developed around vision and planning

Old Business

- Determine necessary/important policies and assign ownership
 - No update – We are still waiting on the attorney's response
- Development of Board Expectations/Requirements
 - Howard will work on a draft that will be presented to the board for review and input. Key items might include:
 - Giving
 - Volunteering
 - Sharing
- CEO Compensation
 - Being worked on by the executive committee

Next Meeting-Determine date and time.

- March, 25 @ 8:30AM