

**2020–2021**  
**University Laboratory School Governing Board**  
**Governance Committee - Meeting Minutes (Approved 4/6/2021)**

Link to Meeting or Meeting Location: Dial-in: (US) +1 316-789-6413, then PIN: 897 824 239#

Chair's contact information: Everett Ohta - gb@universitylaboratoryschool.org

Date and time: Tuesday, March 2, 2021 at 12:00 pm

Attendance: Everett Ohta, Denise Yoshimori-Yamamoto, Melvina Nakao, and Keoni Jeremiah.

Absent: None.

Meeting convened at 12:07 pm.

Topics for Discussion:

1. Approval of February 16, 2021 Governance Committee meeting minutes

*Meeting minutes approved unanimously. Everett to transmit to ULS for posting.*

2. Board evaluation/survey

*The Committee reviewed the revised board evaluation and survey. Committee agreed to specify the charter contract in the questions and add hyperlinks to key documents from ULS website (charter contract, GB responsibilities and expectation policies).*

*Everett to create GB survey and to send prior to next GB meeting. Deadline for one-week after next GB meeting.*

3. Board member elections and recruitment

*Edward, Kai, and Melvina are all up for election, as well as two vacancies on the Board. Mel and Eddie expressed their interest in continuing to serve. Denise to follow-up with Kai.*

*Following determination on returning Board members, the Committee will look at board needs for the purpose of Board recruitment.*

4. New Business

To Do: Submit committee report

Announcement/Reminders: Next meeting on Tuesday, April 6, 2021 at 12:00pm.

Resources: none

Meeting adjourned at 12:29 pm.