

## **USHS Board Meeting Minutes**

**10/30/12**

**Present:** Maxine Adelstein, Catherine Antunes, Pat Aylward, Kimberlee Bach, Isaac Goren, Robert Jaffe, Lora Laird, John Laird, Carol Lee, Renata Parrino Cheryl Ritenbaugh, Candice Salyers, Carolyn Shenmen, Phil Sorensen, David Tierney, Lincoln Wachtel, Patricia Brady Walzer, John Whalen

**Absent:** James Cotten, Walter Cowan, Dean Janeff, Bonnie Mitchner, Susan Smith

Next meeting: Tues Nov 27, 2012, 2pm-4pm PST

### **Decisions:**

1. The minutes and public notes from Sep 25, 2011 were approved.
2. The proposal to form a personnel committee of the board was approved.
3. The job descriptions for qayyum council members were approved.
4. The qayyum council proposal for overhead cost calculations was approved.

### **Accountabilities:**

1. A board subcommittee to prepare a proposal for a strategic planning process, to be presented at the Nov 27 board meeting. Members of the subcommittee are: John Laird (chair), Isaac Goren, Cheryl Ritenbaugh, Carolyn Shenmen, John Whalen, Lora Laird, Pat Aylward, Cathy Antunes, Lincoln Wachtel.
2. Board members who are interested in supporting the President in the review process for the qayyum council members to send Carolyn Shenmen an indication of their interest in this role, by Nov 15.

### **Agenda:**

1. Lincoln Wachtel presented the enrolment report.
2. Phil Sorensen presented the FOC report.
3. Rahima Ritenbaugh presented a proposal for a board personnel committee.
4. Carolyn Shenmen presented a proposal for overhead cost calculations.