

**NCVLI Board Meeting ~ March 29, 2010 ~ Action Items**  
Board Actions Arising out of the March 29, 2010 Board Meeting

**Each of these items is reflected in the Board Minutes, but is pulled out here for convenience.**

**Formal Board Actions Taken During Meeting:**

1. The Board Minutes from the December 16, 2009 Board Meeting were adopted without dissent.
2. John Gillis was elected to Board membership without dissent.
3. An Education Committee was created without dissent, and Helene Davis was appointed Chair of the Education Committee.
4. A Development Committee was created without dissent, and Doug Houser was appointed Chair of the Development Committee.
5. The Fiscal Report was accepted without dissent.

**Actions “To Do” between now and next Meeting or at next Meeting:**

1. Staff to update Director Contacts and Director Term Document and send to all Board members.
2. Doug Houser to follow up with Lizanne Saunders as possible Board candidate.
3. Meg to initiate contact with Polly Poskin about possible Board membership.
4. Executive Committee to meet before June 2010 Board meeting.
5. Staff to call each Director to go over the Board Development Matrix, tally results, and report recommendations to Nominating Committee prior to next meeting.
6. Scott Flor and Meg Garvin to talk with McDonald Jacobs about increase in audit costs, and make recommendation regarding whether to continue with the firm.
7. Doug Beloof to call the head of the Nicholas Foundation team, with the goal of getting an in-person meeting of Meg Garvin, Doug Beloof, and Dr. Nicholas.
8. Staff to write a Disaster Recovery Plan.
9. Staff to update the financial operating manual as needed, no less than semi-annually.
10. Cassandra Mercer to continue planning silent auction fundraising event for fall.
11. Education Committee to meet before June 2010 Board meeting.
12. Doug Beloof to talk with Diane Humetewa about serving on the Education Committee.
13. Staff to make recommendation on creating an award to honor Gail Burns-Smith.

**Continuing Actions “To Do” from Prior Meeting(s) Contained in Document Entitled “Status Update of Board Action Items.” The Status Update document is updated following each Board meeting and as tasks are undertaken to advance projects. It is distributed prior to each Board meeting for full Board review.**