



**Nominating and Governance Committee Meeting – April 2, 2018
DSO Office, 100 W. 10th Street, Suite 1003, Wilmington, DE 19801
Meeting Minutes / DRAFT**

The meeting was called to order at 3:04 pm by David Kubacki, Chair. In attendance were Kubacki, Charles Babcock, Matt Di Guglielmo (telephonic), Elena Norman, Teresa Pietrucci (telephonic), and Executive Director Alan Jordan.

By consensus, the minutes of the February 23, 2018 meeting were approved as presented.

Kubacki reported that three directors have agreed to serve new terms, if elected: Matt Di Guglielmo, James Ellison, and Shelley Kinsella. One director is considering renewing and another is undecided.

The prospect pipeline was reviewed, with six candidates identified as “A List” and for immediate pursuit. Meetings will be set up to confirm willingness to serve with: Nakisha Bailey, PhD. (Pietrucci); Jimi Honochick (Kubacki); Kathryn Jakabcin (Norman); David McBride (Babcock); Anna Quisel or Bret Snyder (Kubacki); and Patricia Zaharko (Jordan). Meetings will be scheduled with two or more committee members present. The draft expectation statement (see below) will be shared with the candidates and resumes or brief biographical sketches will be requested. Ideally, meetings will occur prior to April 23, 2018, so a report can be made at the board meeting.

Attention turned to the draft revised Board Expectations Statement. Members discussed how the statement language differs with current board meeting realities regarding duties and functions, particularly relating to fund raising. Di Guglielmo suggested a distinction between expectations and encouragement. Following further discussion, the committee agreed to present this draft statement to the Board for adoption at its April 23, 2018 meeting.

The next meeting will take place Wednesday, May 2, 2018, beginning at 10:00 am at the DSO office. There being no further business, the meeting adjourned at 3:51 pm.

Respectfully submitted,

Alan Jordan, Executive Director