

**Executive Summary
Governing Board Meeting
The College of the Holy Cross, Worcester, MA
November 3, 2010**

Present: Bob Bardwell, Lisa Barrett , Madeleine Bergstrom, Anthony Berry , Helen Burke Montague , Sarah Brookshire, Julie Cairns, Amy Cembor, Liz Cheron, Jay Cloutier, Patience Fanella, Janet Ferrari, Raul Fonts, Laura Frey, Sherri Geller, John Hamel, David Hautanen , Caroline Higgins, Cindy Jacobs, Matt Lane, John Lintner, Donna Lyons , Bob MacLellan, Kelly Montrym, Kathi Moody, Abby Motson, Danielle Nash, Lynne O'Shaughnessy, Brenda Poznanski, Sara Ramirez, Marguerite Raymo, Anne Richardson, Jim Richardson, Andrew Rosabianca, Christine Scaffidi-Luzi, Cicily Shaw, Mario Silva-Rosa, Jim Tweed, Jon Westover

Absent: Tony Carberry, Kirk Daulerio, Nakia Noble, Ralph Tavares

Minutes: Janet Ferrari

The "Executive Summary" is intended to serve as a synopsis of the minutes of any given Governing Board meeting, to be distributed to the larger membership for their reference. Topics discussed at the Governing Board level will be summarized in a very general way, leaving the detail to the actual minutes themselves as recorded by the Secretary to the Executive Board.

Overview

- Meeting was called to order at 2:16 p.m.
- Approval of Consent Agenda Items
- Finance Committee Update:
 - Review of new bank account information
 - Approval for the Executive Board, along with the Finance Committee, to approve investment opportunities for NEACAC.
- NACAC Assembly Updates:
 - Review of NACAC membership meeting, and assembly decisions, including the changes to assembly size.
- Articles Update:
 - Petition to the Massachusetts Secretary of State Office was denied; will be hosting a Mid-Winter Membership Meeting on February 2nd to hold an in person articles vote.
- Style Guide:
 - Review and approval of the new Style Guide.
- Update Policies:
 - Four new policies approved, and will be added to the Policy & Procedure Manual: Whistleblower Policy, Removal of a Board Member, Conflict of Interest, and Document Retention and Document Destruction.
- Make a Difference Fund Grant:
 - Board formally approved the Make a Difference Fund Grant, and also provided the Executive Board with the decision making power as to which committee will house it.
- Advocacy Day:
 - Review of School Counselor Advocacy Day on November 19th & 20th
- New Business:
 - Chair Nomination Form-form and process for outgoing chairs and selecting the new chairs
 - Secretary Term-Approved to bring to membership a change from a two-year term to a three -year term in June 2011
 - Governance Committee- Update on survey that will be sent out soon
- Announcements
- Meeting adjourned at 4:51 p.m.