

# Nominations & Elections Committee

May 21, 2021 | 1:30pm

## Agenda

### 1. Roll Call

- ✓ Mark Wilson, Chair (C)
- ✓ Lisa Baker Brill (G)
- ✓ Ken Goldberg (U)
- ✓ Michele Ment (P)
- ✓ Barry Ramage (D)
- ✓ Ric Swierat, Ex Officio (D)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)

2. Mr. Ramage moved, and Mr. Goldberg seconded a motion to approve the agenda. The motion passed unanimously.

### 3. Review of Committee Charge

- a. After a discussion of the current committee charge, Mr. Goldberg moved, and Ms. Ment seconded, a motion to amend the charge to better reflect the board action taken at the December meeting: *"Presents, at the September meeting, a slate of officers for the following year's board of trustees. The ~~slate is voted on at~~ officers are elected at the December meeting. The Chair of this committee will also prepare and conduct the election of trustees at the annual meeting. The committee is preferably comprised of a representative from each county."*
- b. Committee members discussed how the principles of equity, diversity, and inclusion (EDI) may influence the charge of the committee and were asked to review a draft document from the MHLS EDI Working Group: ["Achieving Diversity within the MHLS Board of Trustees."](#)

### 4. The Committee reviewed the current [Board Election Procedures](#) and recommend no changes for 2021.

- a. Ms. Aldrich suggested that the Committee meet earlier in the year in 2022 to ensure the Board Election Procedures are approved by the MHLS Board prior to the start of the procedural timeline.

### 5. The Committee reviewed the timeline and procedures for board officer nominations used last year and:

- a. confirmed the following timeline and procedures for this year:
  - i. Committee Chair reviews term limits of current officers and speaks to each eligible officer to gauge their interest in continuing on in their role
  - ii. Committee Chair emails an open call for nominations including self-nominations for all Board Officer positions
  - iii. Committee Chair reminds board members of the open call at the July meeting.
  - iv. Nominations due to Committee Chair: July 21, 2021
  - v. Late July/Early August: Meeting of the Nominations & Elections Committee to select and recommend Board Officers

- vi. August: Committee Chair confirms candidates selected by the Committee agree to serve if elected
  - vii. September Board Meeting: Committee proposes 2022 slate of Board Officers to MHLS Board
    - 1. After the nominating committee has presented its report and before voting for the different offices takes place, the chair must call for further nominations from the floor...nominations from the floor are called for immediately after the presentation of the nominating committee's report – while the election is pending or earlier."
    - 2. The sample wording provided goes position by position:
      - a. "CHAIR: For President, Ms. A is nominated by the Nominating Committee. Are there any further nominations for President? [If a member nominates another person, the chair repeats the name of that nominee.] Mr. B is nominated. Are there any further nominations? [PAUSE] If not [PAUSE] nominations are closed."
      - b. After the President formally closes nominations, it would take a majority vote of the board to reopen them.
  - viii. December Board Meeting: MHLS Board elects 2022 Board Officers
- b.** The Committee directed Ms. Aldrich to develop a process to manage a contested race for officer positions

## **6. Leadership Cultivation Activities**

- a. The Committee discussed existing efforts to cultivate leadership on the board including the new Committee Chair Orientation (held in January 2021 with a planned follow up for June 2021) and New(er) Trustee Orientation held annually in March; and cultivation conversations among committee members and other trustees on the board.
- b. The Committee directed Ms. Aldrich to include talking points about board leadership and the nomination and election process in the 2022 Orientation for new(er) trustees.
- c. Mr. Wilson, Chair, provided an overview of an exit interview process used on his local library board and will send the Committee Members notes on this process to formalize our exit interview process.
- d. The Committee Members discussed the creation of a mentoring program for new trustees on the MHLS Board and agreed to refer the issue to the MHLS Board Development Committee.

**The meeting was adjourned at 2:36pm.**