

Serve Idaho Executive Committee Meeting Minutes

January 10, 2023

10:00 am – 11:00 am (MT)

Via Zoom or

In Person at 317 W. Main St., Boise, ID 83735 – 3 West Conference Room

Meeting Called to Order at: 10:01 AM (MT)

In attendance:

- Amy Little
- Charlette Kremer
- ~~Donald Lovejoy~~
- ~~Farhana Hibbert~~
- Heather Uhi
- Katie Mathias
- Kimber Russell
- ~~Kristi Keeler~~
- ~~Kristyn Carr~~
- Mat Erpelding
- Renee Bade

Motion to Approve January 10, 2023 Executive Committee Meeting Agenda:

Motion: Kimber Russell

Second: Amy Little

Motion Carried unanimously

Motion to Approve September 21, 2022 Executive Committee Meeting Minutes:

Motion: Mat Erpelding

Second: Amy Little

Motion Carried unanimously

Motion to Approve January 19, 2023 Commission Meeting Agenda:

Motion: Amy Little

Second: Kimber Rusell

Motion Carried unanimously

Opening Questions:

What do you see as the biggest opportunity & challenge for Serve Idaho in 2023?

- The executive committee discussed outreach, volunteerism, growth of the commission, aligning talent and skills with committee work, and the opportunities that have come with ARPA funds

Biggest barrier is organizational recognition in our community, especially our rural communities

- The executive committee discussed the challenges that come with navigating challenge bureaucracy, the national issue around declining volunteer/member numbers and difficulty recruiting, as well as changes with future funding

Chair Updates

- Review and update committee goals in Operational Dashboard
- Committee SOPs
- Meeting frequency and schedule
 - o Frequency is at discretion of the chair, monthly meeting cadence is working well, flow of work often determines necessity of meetings (grants, commissioner applications, etc.)

- Standing meeting is very helpful for meeting open meeting requirements also helpful for personal/work schedules
- Committees to discuss standing meeting dates at January commission meeting and submit to Serve Idaho staff
- Assigning new commissioners to committees – best fit may be determined during mentoring and onboarding phase
- Assigning a temporary committee chair
 - Committees may consider a vice chair to regularly assume duties in chair’s absence
- Committee chairs share agenda for committee breakouts at commission meeting

Committee Reports:

- Governance
 - Commissioner achievement slides – ongoing project
 - Proxy language for bylaws
 - Send back to governance committee to distinguish between “proxy” and “substitute”
 - Committee also needs to update policy manual to align with any new bylaws
 - Will amend January Commission Meeting Agenda to move this item until after governance has worked on these items further
 - Motion to reconsider the agenda – made by Char Kremer, seconded by Amy Little, passed unanimously
 - Motion to strike the action item under governance and change the year in review to 2022 – made by Mat and seconded by Amy, motion carried and agenda will be revised
- Outreach – no updates (chair absent)
- Program
 - Discussed updates to committee roles & responsibilities, recommended changes to grant review process (training)

Executive Order Renewal

- Are there any areas that will need to be modified?
 - Due in August
 - No changes suggested
- Virtual vs. In-Person Meetings?

Motion to adjourn: Amy Little
 Second: Char seconded
 Motion carried unanimously

Adjourned 10:55AM (MT)

Minutes submitted by Katie Mathias.

Minutes approved by full commission on 6/21/2023.