



## MINUTES

1. Director Young called the meeting to order at **2:05pm**.
2. **Roll Call**—Present: Chair Nigel Taverner, Secretary Clyde Hinshelwood, Director Sheryl Young; **also present:** CEO Tracey Fecher, Executive Assistant Libby Barnard
3. **Recruiting new board members**—**CEO Fecher** and **Director Young** reviewed several contacts that may have contacts or be interested in joining Sonrisas' board.
  - i. **Director Young** will reach out to Director Galligan to see if she has any leads.
  - ii. **Director Young** will contact recent donor to find out her interest in joining Sonrisas' board.
  - iii. **CEO Fecher** will contact the CEO of ALAS and the Half Moon Bay district 3 councilmember to see if they know anyone that might be interested in joining Sonrisas' board.
  - iv. **CEO Fecher** will request an introduction to the contact suggested by Puente Sur la Costa Mer and schedule a meeting to include Director Young. **Director Young** will introduce CEO Fecher to Burlingame City Council member Donna Colson.
  - v. **CEO Fecher** will reach out to her contact to be introduced to one of the members of the board of trustees for San Bruno school district.
  - vi. **CEO Fecher** will Connect with State Senator Josh Becker to ask for contacts.
  - vii. **CEO Fecher** will contact the Women of Courage Award awardee.
  - viii. **CEO Fecher** will explore pipelines through Samaritan House's new Young Professional Leadership Council program or How to Lead out of Silicon Valley. **Director Young** suggested putting out an ad for this position and will connect CEO Fecher with Julie Abrams from BoardLeaders.
  - ix. **Director Hinshelwood** will reach out to his friend who is a dentist.
  - x. **Libby Barnard** will draft a post to advertise the position and will reach out to her network through Community-Centric Fundraising for connections.
    1. **Director Young** will use this draft to post at WeWork.
4. **Next steps**—The committee will meet in February before the monthly board meeting to discuss progress on the items above.
5. **Debrief from the Board Retreat**—**Chair Taverner** reviewed the highlight from the November board retreat. The meeting focused on the board effectiveness in responding to unexpected challenges, including Covid-19, cyber security, and recent events that have brought systemic racism to center stage. Sonrisas' board provided support to the leadership team and staff throughout the pandemic and recognize that this support is necessary through this current surge of cases and Covid-19 mutations. From the discussion on cyber security, Sonrisas will undergo bi-annual security risk management meetings with board involvement. The follow-up items from the discussion on racism include a staff and patient survey, creating a policy statement, and organizational assessment of policies and practices.
  - a. **Director Young** commented that she has seen many organizations hold board training on diversity and inclusion. It is important that our board is creating the right environment so that people of color feel welcome on our board. **Director Young** and **Director Hinshelwood** will send board training referrals to the executive assistant, who will research this option.

