Juneau Community Foundation

Policy Committee Meeting

November 20, 2020

Meeting Notes

Committee Members Present: E. Kueffner, M. Munson, G. Reifenstein, R. Shattuck, R. Stoops, M. McKrill

Others Attending: J. Pugh, M. Mallott, A. Skilbred

Meeting purpose was to recommend changes to the board in the Performance Evaluation Procedures, Compensation and Benefits Policy, and Financial Policies and Procedures.

**Compensation and Benefits Policy** was discussed and changes recommended to the board.

Committee discussed changes put forward by M. Munson and agreed that many were acceptable and thanked her for her work

Recommendation: to take out the word ‘diversity’ in the proposed changes was approved with two nay votes.

Changes to this policy centered on using the wording ‘comparable organizations’ and geographic area of nonprofit and community foundations to consider when looking at comparable organizations for salary purposes. The Committee decided that nonprofits and foundation in the Pacific Northwest, including Alaska should be the geographic area. The Board President was tasked with providing information on other nonprofits and community foundations in the Pacific Northwest for review. The Committee also recommended that the staff size was more important for determining comparable organizations for executive director compensation than either assets or total budget. All noted that comparable salaries were only one factor in determining executive director salary.

Motion to approve passed.

**Performance Evaluation Procedures** were discussed and changes recommended to the board entailed mostly changes to the dates of evaluations (beginning them earlier) so that this process would line up with the budget process.

Motion to approve passed with one nay vote based on the dates being too early.

**Financial Policies and Procedures** were reviewed. Changes focused on putting the policy in line with current practices and the changes in the Foundation since it had been developed, including, no longer having a member of Elgee Rehfled on the board, Investment Committee, responsible party, and timing/dates.

Motion to approve passed.

All approved motions will go to the December 2020 board meeting for board approval.