**Executive Committee Minutes**

**5 February 2021**

**8:30am-4:30pm**

***Identity***: MAPE is a labor union of professionals dedicated to acting for the common good in a democratic society while advancing the interests of its members

***Purpose***: MAPE organizes and develops the civic capacity of state employees to advocate for members and build power in the workplace to improve civic life for all Minnesotans

# Meeting was called to order at 8:36 a.m.

**Present:** Statewide (SW) President (President) Megan Dayton, SW Vice President (VP) Thu Phan, SW Treasurer (Treasurer) Todd Maki, SW Secretary (Secretary) Lynn Butcher, Organizing Council Chair (Chair) Sarah Evans, Political Council Chair (Chair) Cathleen Cotter, Speaker of the Meet & Confer Committees (Speaker) Whitney Terrill

Staff: Executive Director (ED) Lina Jamoul

President Dayton read the identity and purpose statements.

# The Executive Committee participated in a focused teambuilding

* Committee members shared their MAPE stories
* Committee members shared their understanding of:
  + Whether the Executive Committee was a committee, a team or both
  + The purpose of the Executive Committee
  + The reasons for the addition of the non-constitutional positions to the Executive Committee (purpose of the restructure)
  + Constituencies of each role in the context of the Executive Committee meetings (and Board of Directors Meeting)
  + Wants and needs of individual committee members
* Sharing and discussion of committee members’ Keirsey Temperament designation and how an understanding of each other’s temperaments can help to manage conflict
* Agreements
* Next Steps

The Executive Committee agreed to the following:

1. At the next meeting, the Executive Committee will establish ground rules for meetings;
2. Any member may call for a brief caucus during the meeting for evaluation purposes
3. When conflict arises that is destructive or unproductive, any committee member, not just the chair, can request a short break
4. The committee will continue to experiment with technology to make meetings more productive (jam boards, breakout rooms, electronic voting, chat, use of email for routine decision-making)
5. The committee will add evaluation and next steps to the meeting, including discussion of how best to close the feedback loop with constituencies
6. The committee will continue with relationship building activities at least quarterly
7. The committee will experiment with a 4-hour meeting in order to focus on governance work

# The Executive Committee identified the following next steps:

1. President Dayton will set up three Google.doc documents for the team to work with:
   1. Suggested ground rules
   2. Relationship building ideas
   3. Board of Directors Agenda
2. Committee members will access and add their ideas to the three Google.doc documents;
3. President Dayton will set up Google To Do, and the Executive Committee will use instead of Slack and then evaluate whether it improves communication/collaboration;
4. Chair Evans will send out a new calendar poll and find time for Chapter 2 & Chapter 3 workshops for the Acumen Academy Systems Practice course;
5. Secretary Butcher will share the jam board link and will facilitate the ordering of the Keirsey Team report;
6. Speaker Terrill will touch base with MAPE accessibility experts, including Directors Rodgers and Christle regarding accessibility of online interactivity tools for meetings;
7. Speaker Terrill and Chair Cotter will schedule a meeting with ED Jamoul and Paul Schweizer to discuss the new process being developed in collaboration with OPEIU
8. All committee members will complete their monthly reports and add them to the BOD drop box folder no later than Friday, February 12.

# The Executive Committee spent time at the end of the meeting to evaluate the meeting.

**M**(Maki) **S**(Cotter)**P** to adjourn. **Consensus**

# Meeting adjourned at 4:29 p.m.

# Agenda Items carried over to a future meeting

1. **Donation policy update**
2. **Communications**
3. **Process for evaluating member interest requests**
   1. Recommendation or guidance from Communications for beginning to develop
      1. Engaging members civically with bumpers in place
4. **Acumen Academy training**
5. **Strategic planning**
6. **Organizational development review**
7. **OPEIU request for Board packet**
8. **IAF contract**
9. **DA Resolution #3**
10. **Board agenda (to be done asynchronously)**