Executive Committee Minutes

April 2, 2021

8:30 am – 2:30 pm

Virtual

***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 called to order at 8:30 am

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

Staff: Mike Asmus, Leah Solo, Paul Schweizer

Guests: Emil Angelica, Emma White,

# OPEIU Meet & Confer

The Executive Team met with OPEIU Staff for Meet & Confer

# Board governance

Emil Angelica reviewed with the EC the recommendations from the board development workgroup:

* + Revise the hiring policy to remove BOD involvement from hiring, with the exception of ED.
  + Reduce board size

Emil also suggested a policy review process (monitoring). Emil explained that this is the primary way of determining Executive Director success.

# Edible Urban Gardens donation request

**M(**Terrill)**SP** to move recommendation to the board to give New Me $3K to help 140 families with community gardens. **Consensus**

# Organizational health survey

President Dayton shared a survey she created that she would like to implement with all MAPE staff twice yearly in order to receive ongoing data on organizational health. EC members provided some feedback. All agreed to review for finalization in May.

# Membership survey

Emma White Consulting joined the meeting to talk about the work they have done for MAPE in the past (2014 & 2017), and talked about potential continued work to help prepare for strategic planning (online survey, focus groups, perhaps individual follow-up). President Dayton agreed to share the proposal with EC.

# Strategic planning

President Dayton provided an update from the Civic Organizing Agency (COA). With the Ed unavailable to lead the pilot at this time, the COA must be sunset, including the Operating Principles, as they are proprietary. The COA pilot group agreed they want to figure out how to move forward and have re-organized as the Civic Organizing Subcommittee.

OC Chair Evans shared the presentation she had prepared for March BOD meeting.

Treasurer Maki suggested using three questions as a frame:

1. What does success look like for you? Local, local officer,
2. How would you measure that?
3. What do you need to succeed?

Speaker Terrill offered three alternate questions:

1. What do we do?
2. How does what we do improve people’s lives?
3. What are the pain points?

The EC discussed how to move forward with Strategic Planning with the ED unavailable for the time being, and agreed that hiring an outside consultant/facilitator would make the most sense. Treasurer Maki indicated that there is money in the designate reserves that could be used for this.

**M**(Cotter)**SP** keep meeting chat open but limit chat input to non-substantive discussion. **Motion passed 5/1** (Voting no: Speaker; abstaining: President)

Strategic Planning continued

The EC discussed developing an RFP, and determined that it would be good to reach out to someone with experience to help guide that process. Speaker Terrill and EC Chair Evans shared their experience of RFP with EDIC.

Suggestions for vendors to speak with:

1. Dan McGrath/Dave Man (retired) from Grassroots Policy
2. John Bryson
3. UPenn

PC Chair Cotter will reach out to Grassroots Policy

# Resolution #3 from DA

Lynn will work with Todd and Paul via email to see if we can get this done in May.

# Review hiring policy

President Dayton will request revision from Emil, as agreed to by the Governance workgroup, and will share with the EC by email.

# Board subcommittees & onboarding

The EC discussed how workgroups have been created in the past, as well as how appointments have traditionally worked. The EC discussed the inconsistency of naming: workgroup vs taskforce vs subcommittee; and whether or not non-board members could serve on these groups. The bylaws state that only board members can be appointed to board workgroups because they are making governance decisions or recommendations, which is the sole responsibility of the board.

Treasurer Maki and Chair Evans will look at the resolution to change the bylaws that is circulating and make suggestions for incorporating the EC discussion, and will bring recommendations to EC in May for discussion at May board meeting.

The EC discussed onboarding of new board members, and the gaps that exist in the current onboarding packet. The EC agreed that the new board members needed onboarding prior to voting on the contract, and that the first half of the June BOD meeting will be onboarding. All agreed there would be value in an online FAQ or handbook. Secretary Butcher will draft an email to the Governance workgroup, since they originally developed the onboarding packet. Chair Cotter will work with Treasurer Maki and the Governance Onboarding subgroup to identify gaps in current onboarding. Chair Cotter will update the logistics document and bring that to May EC meeting for review.

# Staffing

OPEIU has requested an additional EBA hire to replace a retiring EBA. The replacement position was hired several months ago, with the retiring EBA phasing out, so this would be an additional hire. Additionally, there has been a suggestion to hire in-house council who could provide every day legal advice. The EC discussed the need to evaluate the entire organization to determine gaps/needs and then incorporate the findings into the annual budget. This evaluation should be part of the strategic planning process.

# Board agenda

The EC set the board agenda.

# Follow-up meeting

The EC will have a follow-up meeting to discuss:

* Anti-racism training
  + Amazeworks
  + DHS
* Board tension

# Closed session

**M**(Phan)**SP** to move to closed session at 2:30. **Consensus**

Meeting adjourned at 3:03 pm.

#### Next meeting

#### 5 March 2021

**8:30am - 12:30pm**