



Board of Director's Retreat Minutes

Meeting Date/Time: April 26, 2023, 1:30 – 4:00pm

Members: Kathleen Mozak (Chair), Mike Allemang (Treasurer), Jesse Miller (Secretary), Chris Allen, Simi Barr, Rich Chang, Elisabeth Gerber, Susan Pollay, Kyra Sims

Location: Dawn Gabay Operations Center
Virtual attendance available via Zoom

Chairwoman Mozak called the retreat meeting to order at 1:30pm

Agenda Item
1. OPENING ITEMS
1.1 Approve Agenda
No changes were noted to the agenda.
Mr. Chang motioned to approve the agenda, seconded by Mr. Barr.
All in favor of approving the agenda:
Mr. Mike Allemang: Yes (Attending Virtually)
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Dr. Elisabeth Gerber: Yes
Mr. Jesse Miller: Yes
Ms. Susan Pollay: Yes (Attending Virtually)
Ms. Kyra Sims
Chairwoman Kathleen Mozak: Yes
The approval of the agenda passed unanimously.
1.2 Public Comment
No Public Commenters.
1.3 General Announcements
Chairwoman Mozak announced that Mr. Miller had been reappointed to his board position by the City of Ypsilanti for another 5 years.

Chairwoman Mozak then introduced Dr. Elisabeth Gerber as a recently appointed board member representing the City of Ann Arbor.

Dr. Gerber thanked Board members for their welcome and shared her background and experience in public policy which led to her interest in joining the Board.

2. LEADING WITH WRITTEN POLICY

2.1 Intro and Purpose of Retreat

Ms. Rose Mercier, Policy Governance Coach, was introduced to the board. After outlining the purpose of the retreat she provided a presentation to coach the board in writing policy ([Board Packet, pg. 10](#)).

2.2 Four Areas of Policy

Ms. Mercier gave an overview of each area of policy – Ends, Executive Limitations, Board-Management Delegation and Governance Process – and discussed each of their purposes in relation to the work of the Board.

2.3 Policy Sizing

Ms. Mercier discussed policy development and sizing and the benefit of policy structure. She walked Board members through several exercises related to policy sizing.

2.4 Existing Policy Development Tools

Ms. Mercier shared several types of policy development tools for the Board to implement when reviewing and writing policies.

2.5 Small Group Exercises and Recap

Ms. Mercier placed Board members in groups of 3 and assigned them each a policy to review and discuss with a ½ hour time allotment. After their small group exercise, they rejoined and shared questions and insight into how they might write policy.

2.6 Closing / Next Steps

Board members provided feedback on the topics discussed and insight into how they might implement them into the annual plan of work with policy review.

3. CLOSING ITEMS

3.1 Public Comment

No Public Commenters.

3.2 Adjournment

Ms. Sims motioned to adjourn the retreat meeting, seconded by Mr. Allen.

All in favor of adjourning the retreat meeting:

Mr. Mike Allemang: Yes (Attending Virtually)

Mr. Chris Allen: Yes

Mr. Simi Barr: Yes

Mr. Rich Chang: Yes

Dr. Elisabeth Gerber: Yes

Mr. Jesse Miller: Yes

Ms. Susan Pollay: Yes (Attending Virtually)

Ms. Kyra Sims

Chairwoman Kathleen Mozak: Yes

The retreat meeting adjourned at 4:07pm.

Respectfully Submitted by Deborah Holt