



**American Brain Foundation
Governance Committee Meeting
Tuesday, February 2, 2016
Held via Teleconference**

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Call to order: Tuesday, February 2, 2016 at 9:15 a.m. (Central) by Kevin Goodno, Chair.

In attendance: Kevin P. Goodno, Chair; Terrence Cascino, MD; John Mazziotta, MD; Jane Ransom; Catherine Rydell; Thomas Swift, MD

Staff: Suzi Sherman

Mr. Goodno called the meeting to order at 9:15 a.m. CST and discussed the agenda.

1. Board term expiration roster: Committee members agreed that a Term Expiration Policy will be drafted for discussion for the next Governance Committee meeting and shall include the following:

- Directors are eligible to serve 3 terms as director, 2 terms as an officer (other than Chair), 2 terms as Chair, and 2 terms as Past Chair
- Once the Past Chair is done serving their term(s), they roll off from the Board
- Ex-officio non-voting members will not be included in the total count of 22 Board members
- The ex-officio *Neurology Now*® designee will be reassessed on an annual basis during the Board recruitment process
- Terms will expire at the end of the calendar year
 - Drs. Swift, Shulman, and Rosenfeld's terms will be updated to end on December 31, 2017

2. Board commitment letter: Committee members agreed that the draft board commitment letter provided in the meeting materials would be a good tool for reminding board members of their duties and keeping them in alignment with the organization. All board members will be asked to sign the commitment letter starting in 2017.

3. Board matrix populated with current board member information: Committee reviewed the matrix and assessed what characteristics are missing on the current board.

- a. Gaps:** Need more public members, members who can engage the corporate sector, and members who have leadership development experience.

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- b. Executive Director progress report on discussions with ABF board members about potential nominees:** Appointments are scheduled for this Month. Jane Ransom will be able to report back on the board-identified pool of candidates at next meeting.
- c. Confirm recruitment timeline:** New members will be elected at the end of this year and their terms will be effective January 1, 2017. Board members will be asked to fill out a board member nomination form for candidates they nominate.

Meeting adjourned at 10:01 a.m. CST.