

Governance Committee Meeting
Wednesday, December 31, 2025
Fargo Parks Sports Center
Island Park Conference Room

1. Governance Committee discussed the Executive Directors Employment Agreement.
2. Governance procedures & feedback process
 - Discussion on making governance monitoring/feedback easier for commissioners.
 - Tools considered:
 - SurveyMonkey (Kelsey to explore and demo).
 - Google Docs (raised as an easy “live, organic” option, but constrained by internal IT restrictions and preference for Microsoft tools).
 - SharePoint + Microsoft Forms / Excel as preferred Microsoft-based solutions, but:
 - SharePoint access is currently clunky and problematic for some commissioners, especially those using iPads.
 - Plan to test SharePoint access with commissioners and escalate to IT if there are issues.
3. Governance committee workload & meeting frequency
 - Concern that monthly governance meetings may be too frequent given repetitive policy reviews and variable content.
 - Agreement that efficiency and reducing redundant monthly tasks are priorities, while still allowing for other items like ordinances and key policies.
4. Work plan and board workshops
 - Discussion of timing for board workshops (April, October vs. possibly earlier for new board members and alignment with budgeting).
5. Appreciation
 - Susan expressed appreciation for commissioners’ time, feedback, and community engagement, recognizing the workload placed on them.

Meeting adjourned at 9:17am
Minutes submitted by Carmen Johnson, Executive Assistant