

NWFSC Governance Committee Meeting  
September 25, 2024 12:00 PM  
Room 301, Building 400

**Members Present:**

Cindy Frakes  
Amanda Grandy  
Fran Hendricks  
Don Litke

Neko Stubblefield  
Chris Stowers  
Alan Wood

**Staff Present:**

Pinar Archangel  
Tara Thomson

**Absent:**

Teresa Halverson  
Tim McCool

**Call to order:**

Mr. Wood called the meeting to order at 12:03 PM.

**Approval of Minutes:**

The minutes from the April 17, 2024 Governance Committee meeting were approved.

**Motion to approve minutes, Gen. Hendricks; Second, Gen. Litke. Motion carried unanimously.**

**Role of the Governance Committee:**

Mr. Wood reviewed the role of the governance committee. Per the Foundation's bylaws, the role of the Governance Committee is as follows: This Committee is chaired by the Past Chair. The Committee supports Board orientation and training, identifies candidates for election to the Board, and develops and reviews succession plans related to Directors and Officers. In addition, the Committee is accountable for regular review of the Strategic Plan.

**Discussion of 2025-26 Slate/Nomination Process:**

Mr. Stowers laid out the Nomination of Foundation Board members and Officer Nomination process.

**Review Current Board Composition and Assess Needs:**

Mr. Stowers presented the board's composition and needs, the governance committee seeks to ensure a diverse representation of board members across Okaloosa and Walton County in a variety of industries.

**Review Board Member Attendance and Performance:**

Mr. Stowers presented documentation for the attendance of board members.

**Review Members with Expiring Terms:**

Mr. Stowers presented documentation for the expiring terms of board members.

**Determine Desired Number of New Members:**

The bylaws indicate that the Foundation board may not consist of less than five (5) members. However, it does not have a maximum cap. In recent years, the Foundation has kept the overall total of board numbers fairly consistent. Mr. Stowers gave a Board population breakdown to determine the demographics desired in new Board members.

**Discuss Nomination Form:**

Review the nomination form (attached), which is available on the Foundation’s website ([www.NWFSCFoundation.org](http://www.NWFSCFoundation.org)) under the Board Portal link in the footer of the home page.

**Treasurer Nomination:**

Mr. Stowers reviewed the nomination process.

**Mission Statement Revision Presentation:**

Mr. Stowers gave an overview of the proposed statement. Option 1 was approved unanimously.

**Adjournment:**

With there being no further business to discuss, the meeting was adjourned at 12:46 PM.

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Alan Wood, Chair

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Date

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Chris Stowers, Secretary

\_\_\_\_\_  
Date