

**HOLYOKE COMMUNITY COLLEGE
BOARD OF TRUSTEES
Bylaws & Governance Committee**

Minutes of December 10, 2020

MEMBERS PRESENT	Ivonne Vidal, Chair Robert W. Gilbert, Jr. Suzanne Parker
ALSO PRESENT	Karen Desjeans
CALLED TO ORDER	Chair Vidal called the meeting to order at 4:08 pm. This meeting was conducted remotely via Zoom.
	<p>The Committee continued its work in editing the Bylaws for review by the Board at the February 2021 meeting, through a shared document in <i>Google Docs</i>.</p> <p>There was continued discussion on how much detail to have in the Bylaws, and what detailed items would be included in a separate task document.</p> <p>A motion was made by Chair Gilbert and seconded by Trustee Parker to approve the Meetings Minutes of both the October 26, 2020 and November 20, 2020.</p> <p>The next meeting is scheduled for December 17, 2020 at 11 am to continue this work. The target for review by the Board is January 23, 2021, with approval at the February 23, 2021 Board Meeting.</p>
ADJOURNMENT	The meeting adjourned at 5:21 pm.

Respectfully submitted,

Karen Desjeans,
Board Liaison to Chair Vidal