MINUTES OF SAMUELI ACADEMY GOVERNANCE COMMITTEE

Tuesday, September 2, 2025 – 4:00 p.m.
Held via Zoom

Attendees: Chris Scheithauer, Sandi Jackson, Robert Santana, Anthony Saba, Kerry Flanagan, Miles Dunfee, and Tracy Garcia

I. Opening Item

The meeting was called to order by Chris Scheithauer at 4:05 p.m.

II. Approval of Minutes

The Committee reviewed the minutes from the meeting of the Governance Committee:

- August 5, 2025

A motion was made by Sandi Jackson, seconded by Robert Santana, and carried to approve the minutes from the August 5, 2025, meeting of the Governance Committee with a vote of: 3– Ayes and 0 – Nays.

III. Public Comment

Chris Scheithauer opened the floor for public comment, but none was presented.

IV. Board Approved Policies and Procedures

The Committee reviewed the Board-approved Policies and Procedures grid and updated the grid.

V. Planning for the 2025 Board Retreat

Kerry Flanagan presented her slides for the upcoming board retreat. Tracy will schedule a meeting with the location staff to discuss the event and walk through the on-site details.

Tracy will send out the invitation to all board members, inviting their guests to the reception. The reception will include heavy appetizers and dessert. The attire will be business casual. This will all be included in the invitation.

VI. Review Organizational Chart

Anthony shared the updated and revised Organizational Chart. There were minor changes.

Sandi Jackson made a motion to approve the updated Organizational Chart. Robert Santana seconded the motion and the motion carried with a vote of: 3 – Ayes and 0 – Nays.

VII. Compliance Calendar

Chris Scheithauer reviewed the upcoming topics on the Compliance Calendar. The committee is on task with all items.

XI. New Business

None

XII. Adjournment

The meeting was adjourned.

The next meeting will be held on Tuesday, October 7, 2025, at 4:00 pm.

Chris Scheithauer, Chair