



The Alliance for Nonprofit Growth & Opportunity
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A SURVEY OF BOARD MEETING RECORD KEEPING AND RELATED PRACTICES

Connecticut Council for Philanthropy
Foundation Administrator Network Meeting
March 23, 2017

Setting the Stage for the questions – a quick review of some basics.

Responses to questions submitted in advance and asked from the floor.

A word about TANGO.

SETTING THE STAGE for the QUESTIONS – A QUICK REVIEW OF BASICS



1. The board and how it acts – unanimous consent or resolutions at board meetings.



2. Technical requirements for lawfulness of board meetings and actions.

Notice
Quorum
Voting

3. Meeting minutes as the “official record” of the board’s actions.





4. What do we mean by official “record” of board actions?

5. What do we mean by “lawfulness” of board resolutions?

6. Who will read the “record” in the future? Foe or friend?



7. What should the minutes of meetings contain? Attorney issues.



8. Boards act by approving “resolutions” - and the conundrum of what is said (and added to minutes) between the adoption of resolutions.



- Our response to questions submitted in advance
- Questions from the floor
- An introduction to TANGO and the TANGO project

