

1. When does the Renaissance Society (RS) Board of Directors meet?

The Board usually meets from 1pm to 4pm on the second Monday of each month, at the Renaissance Society Office (The Adams Building, Room 106, located at 7750 College Town Dr., Sacramento.) The exact location and confirmation of the date and time are included in the materials emailed to the Board prior to each meeting.

2. Who decides what items are included in the Board agenda?

Members of the Board can submit a request to the President to add an agenda item. About 3 weeks before each meeting, the President will email a reminder to the Board to submit items for the agenda. Agenda items can be submitted on behalf of any of the RS Committees or a member of the RS. Anyone requesting to add an item to the agenda must also provide information that is relevant to the issue and necessary for the Board to make an informed decision. This would include information such as the background/history and analysis of the issue, recommended action and rationale, supporting documents, etc. The President makes the final determination about which items will be on the agenda, consistent with the RS Bylaws.

3. How is the Board Packet put together?

The Executive Committee reviews the proposed agenda items and develops the agenda. All submitted written agenda descriptions, supporting materials, and other written items such as committee reports are reviewed and edited for accuracy and format consistency by the RS staff. The staff compiles the documents into a final PDF document and emails the Packet to the Board several days in advance of the meeting.

4. What is the purpose of the Board Packet? What does the Board do with it?

The Board Packet is provided in advance to help the Board prepare for the meeting. Board members print out and review the documents in the Packet in advance of the meeting and bring the Packet to the meeting. (Or download the Packet to a portable electronic device.)

5. What happens during the Board meeting?

The meeting follows the Agenda. Each agenda item has an identified "presenter" who introduces each item and guides the discussion. Usually this person will be a member of the Board, a Committee Chair or Co-Chair or a designated representative.

6. How do the Committees keep the Board informed about their activities?

In the past, Committee Chairs presented reports to the Board at every meeting. The Board wanted to spend more time deliberating policy and fiscal issues so a new process was started in 2017. Committee Chairs are encouraged to submit regular and timely "written reports" that are provided in the Board Packet to keep the Board informed about the Committee's activities and achievements. If a Committee wants to present an issue that will require Board discussion, direction or a decision, then that information is submitted as an agenda item.

7. Where can I get information about the Board and the Board meetings?

Current and past Board meeting agendas and minutes are available on the Renaissance Society's Website. <https://www.csus.edu/org/rensoc/about/business.html>