

**STN GOVERNANCE COMMITTEE MEETING
MINUTES
October 9, 2025
Zoom Meeting
9:00 AM – 10:00 AM**

ATTENDANCE

COMMITTEE:

Marcia Weber, Jim Osborn, Carl Hayden, Karen McGonigal, Dave Hopkins

MANAGEMENT: Jeff Gasper

The meeting was called to order by Marcia Weber.

The May 8, 2025 meeting minutes were approved on a motion by Jim Osborn, seconded by Carl Hayden, and carried.

The committee reviewed the CEO Goals in detail. The CEO Goals were approved on a motion by Jim Osborn, seconded by Dave Hopkins, and carried. The CEO Goals will be emailed to the full board for their reference.

The committee reviewed and discussed the draft Credit Card Policy. The committee approved the Credit Card Policy with the minor changes suggested. A motion was made to send the policy to the Finance Committee for their input and approval by Dave Hopkins, seconded by Jim Osborn, and carried.

The committee reviewed and discussed the draft Vehicle Use Policy. Jeff will update the policy with the input of the committee and send a final version of the policy to the committee via email for their approval.

Jeff provided an update to the committee on the development of the Employee Policy Manual. Once the draft manual is ready, Jeff will email it to the committee for their initial review and input.

The meeting was adjourned at 9:53 AM on a motion by Carl Hayden, seconded by Jim Osborn, and carried.

Submitted by
Jeff Gasper