

## **Onset Board of Trustees Resolution on Executive Session Minutes**

As voted by the Onset Board of Trustees  
January 23, 2021

Whereas, the Board desires to maintain a written record of the discussions and decisions of the Onset Board of Trustees held during the Executive Session of the Meetings of the Onset Board of Trustees, and

Whereas, there is a desire to maintain the confidentiality of the nature of the issues discussed during Executive Session without losing track of the decisions made.

Resolved, the Board will follow the guidelines recommended by the Office of General Counsel of the Community of Christ (OGC) and restrict the retention of any Executive Session Minutes to no longer than seven years from the date of the Board Meeting for which the Executive Session Minutes were taken. Additionally, the Board acknowledges that Executive Session Minutes are protected confidential communications as defined in the Annual Board Confidentiality Statement and shall be treated as such.

Be it further Resolved, in order to maintain the confidential and protected nature of the matters discussed during Executive Session, the Board will only review, amend and approve prior Executive Session Minutes during an Executive Session held within a regularly scheduled Onset Board of Trustees Meeting. Additionally, the Board Secretary will be solely responsible for recording and securing Executive Session Minutes and shall include the phrase "Confidential - For Onset Board of Trustee Eyes Only" within the heading of the Executive Session Minutes.

As voted by Elected Members:

*Jay Cook, Nancy Cornish, Jaime Carter Green, Laura King, Barbara Soby, Rick Moulton, Kristin Carter Smith, and Lance Carter, and*

As voted by Ex-officio Members:

*Jeannie Strout and Missy Quay*