

**October 15, 2024**

**Catalyst proposal criteria:**

Lori: we spent 2 days with Groundworks to develop a foundation for selection criteria – will this document form the basis of our matrix?

Xavier: foundation of this document is based on matrix developed with Groundworks; a draft will then be presented to the Governance Council

Lori: It is important for the GC – can the full document containing all notes from the Groundworks session be shared with all GC members?

Xavier: will be included in the agenda as a link now; any edits could be included in a separate document

Alissa: could we have a redline version so that we are not reviewing multiple documents? It would be easier to follow

Lori: GC members should receive only GW items, then WIL can make a suggestion for a 3rd document to combine with what they suggest, but having the original source document is critical

Manpreet: GW items will be shared separately and then provided a color-coded document that shows which portions are edited

\*GOOGLE DOC (suggestions only)

**In person meetings 10/28 and 29:**

I can not attend the in person meetings

Lori: bylaws convenings for deciding roles and responsibilities; seeking an update on how much money is being spent on other partners – this is necessary to

2 buckets: what the GC must do, and what is discretionary within the GC's scope

Manpreet: what is the precedent for sharing financial information with the GC? Roles and responsibilities have been shared previously, should we recirculate again?

Lori: Requests to WIL were made in September

Rosa: Manpreet, could be establish a communication platform where we save/share relevant documents for our work? Not sure if google folder, OneDrive or even a link tree. An easy access to documents and materials we would need to do our work. Can we use a live google doc, with suggesting access only when we are providing feedback on a document.

**Meeting cadence:**

Rosa: Depending on the day of the month, I could make either day work. I can't do 1st and 2nd Tues of the month. What about 1st or 2nd Thurs. Can you send a calendar invite for the next 12 mon and add the link to a live agenda/meeting note?

Cecilia: I suggest the last Thursday of the month (Rosa, Gema, Lori thumbs up)

Daniel: I am unable to attend meetings in the evening during election season as I am running several events.

Jim: Pretty much any Thursday is ok with me

Lori: 2nd thursday of the month (+1 Rosa)

Decided time: 2nd Thursday of the month 12-1pm