1. Committee membership is open to all OLLI members who have a willingness to volunteer for the specific tasks that are within the purview of the committee, provided, at the Chair’s discretion, there is a need to bring on new committee members.

2. Governance shall meet at least 3 times per year. Generally, such meetings will be held at the OLLI offices at 2220 Victory Parkway, Cincinnati, Ohio, but may be held elsewhere. Such meetings will be at a date and time determined by the committee chair, after polling committee members as to their availability. Where possible, there will be 10 days notice of any such meetings.

3. Where it is not feasible or practicable to meet, the committee may conduct business via email or other electronic means.

4. Minutes of each meeting shall be recorded. Such minutes will record all decisions of the committee. Such minutes will not reflect particulars of any discussion about prospective board members or award nominees.

5. Every 3 years (or more frequently if needed), the committee shall review the bylaws of OLLI UC.

6. As provided in VII.A. of the OLLI UC bylaws, the Chair shall contact each board member whose initial term is to expire on June 30th to determine if the member is interested in serving a second term. While the bylaws require such contact be made no later than March 30th, wherever possible such contact will be made by February 28th.

7. The committee shall finalize its recommendations on new board members in sufficient time so that such recommendations can be made to the Board at its April meeting. Similarly, for any board members whose first term expires on June 30th, the committee shall finalize its recommendations on service of a second term for that board member prior to the April Board meeting. In alternating years, committee recommendations for the Board Chair and Vice-Chair shall be made prior to the April Board meeting.

8. In considering new board members, the committee shall take into account the need for future board leadership. The committee shall also take into account the benefits of having board membership reflect the diverse OLLI membership.

9. The committee shall request that the OLLI Program director solicit, via the OLLI newsletter or other means, nominations for all awards, with such nominations being submitted to the committee chair. All person making award nominations will be asked to provide a written explanation for their recommendation. Prior to finalizing any recommendation to be made to the board on any moderator award, the committee shall solicit the views of the Chair and/or Vice Chair of the Curriculum committee.

10. These standing rules can be changed or modified upon a simple majority of the then present members of the governance committee.