

To: *Governance Committee Members*

Re: *Minutes of May 11, 2021*

Present: Dr. Kris Duffy – Chair of Committee
Chris Barden - Member
Alex Rotolo – Member
Mike Pratt-Member

Staff: Jim Siplon - President
John Wheatley - Vice President
Linda Oldenburg - Economic Development Coordinator
Amy Potter – Marketing & Communication Director

On May 11, 2021 at 3:30 p.m. the Governance Committee of the Economic Development Corporation was held via a Zoom. The following items of business were discussed

I. **Welcome & Call to Order:** Committee Chair Dr, Kris Duffy welcomed committee members and staff and called the meeting to order at 3:32 p.m.

II. **Old/New Business** – April 13, 2021 governance committee minutes were reviewed, and a motion was made to approve by Chris Barden, seconded by Mike Pratt and carried unanimously. President Siplon mentioned quickly that EDC staff is currently updating the new board member packet and would present to the governance committee at its next meeting. Dr. Duffy moved on to the annual board evaluation stating she felt it was a positive evaluation of its board members in terms of the work that they do as a board. We did add a couple items around board composition and utilizing industry experts in our board. We still have some work to do on this, but we are taking a good step forward with the candidate we discussed. Amy Potter mentioned from the request for RFQ’s she received 15 qualified candidates to help us out when we need it on a per diem or project basis. Hourly wages and qualifications have been documented in the RFQ responses and will be kept for up to three years. President Siplon believes this will allow us to use the suite of vendors as pre-qualified under our procurement policy where we have updated costs and we’ve gone through a multi-bid or procurement event.

III. **Executive Session:** A motion was made to enter an Executive Session to discuss the individual to become a member of the EDC Board.

IV. Dr. Duffy made a motion to bring the candidate to the next full board for consideration, seconded by Mike Pratt the committee unanimously approved.

V. Executive Session began at 3:38 pm and concluded at 3:50 pm. Regular meeting resumes.

VI. **Adjourn** -With no further business to come before the Governance Committee, a motion is made by Mike Pratt seconded by Chris Barden and carried unanimously to adjourn the meeting at 4:07 p.m.