

Committee Name:	Executive Committee		
Committee Chair:	Ed Coates		
Minutes recorded by:	Carrie Stolar	Date/time of meeting:	10/07/2024 8:00 pm ET

Actions Taken:

1. Approved: none.

Number of committee members present: 9	Absent: 1	Others present: 0
Committee members present (list all, including chair and vice chair): Ed Coates — President; Julie Dussliere – VP of Administration; Kenny Brisbin – VP of Community Services; Crystie McGrail - VP of Local Operations; Robin Smith – VP of Programs; Carrie Stolar – Secretary; Jill Gellatly – Treasurer; Katie Kenyon – Legal Counsel; Peter Guadagni - Immediate Past President.		
Not Present: Dawson Hughes – CEO.		

Minutes

The meeting was called to order at 8:03 pm ET.

1. Agenda review and conflict of interest (Ed): No changes to the agenda or conflicts of interest.
2. Preliminary look at 2025 Committees (Ed): Standing Committee Chairs (draft) and VP assignments. The EC discussed the current (2024) standing committee chairs, including whether the chairs would like to continue in their roles in 2025 and how long they have been in their positions. Similar discussions took place about the vice chairs and whether they would be willing and ready to step into the chair positions for their respective committees.
3. Committee priorities and projects for 2025 (all): A draft document of priorities/projects will be in the shared document drive. Please make any modifications there, including deleting projects already completed.
4. Executive Committee role and activities (all): The consensus is to meet more frequently, and the decision was made to meet quarterly to discuss the committees and report back to the BOD. Ed will add the meetings to the BOD calendar.
5. By-laws revision: Ed plans to create a task force next year to begin work on revising the bylaws.

The meeting was adjourned at 9:09 PM ET.

Respectfully Submitted
Carrie Stolar, Secretary