

**317 Board
Executive Committee
Minutes
April 28, 2025**

Executive Committee Members Present: Heather Batin, Chair, Dr. Tom Davis, Rhea Hopstetter, and Jacqueline Stobbs

Board Members Present: Dr. Ron Luce and Dumitru Sabaiduc

Executive Committee Members Absent: Tonya Bowden

Guests: None

Staff Present: Amanda Conrath, Svea Maxwell, Beth Mohammed, and Diane Pfaff

The meeting was called to order at 5:02 p.m.

I. Approval of Agenda

Dr. Davis moved to approve the agenda; Ms. Bowden seconded. The motion unanimously approved.

II. Approval of Minutes

Ms. Hopstetter moved to approve the January 27, 2025 minutes; Dr. Davis seconded. The motion unanimously approved.

III. Contracts and Construction

Ms. Maxwell said staff is working with BDT on acoustics in the conference room for a price of \$1,500 for a design that prioritizes budget and aesthetics. She said when the room is full people attending online can hear well but when it's not as full they don't hear very well. Board members asked questions to clarify what is included in the cost and discussed other options related to speakers and microphones. Board staff will proceed with this contract to assess acoustic panels and will also investigate audio equipment options.

IV. Old Business

There was no old business.

V. New Business

A. Financials

Ms. Conrath reviewed the SFY 2025 January, February, and March financial reports. Ms. Stobbs moved to recommend the January, February, and March financials to the full board; Dr. Davis seconded. The motion was unanimously approved.

B. Executive Director Evaluation

Ms. Batin called for an Executive Session to discuss Executive Director

Compensation. Ms. Stobbs moved to go into Executive Session; Dr. Davis seconded. A roll call vote was taken with the following results: Ms. Batin, Yes, Dr. Davis, Yes, Ms. Hopstetter, Yes, and Ms. Stobbs, Yes. The motion was unanimously approved. Executive Session began at 5:27 and ended at 5:56 with no action taken.

VI. Adjournment

Ms. Stobbs moved to adjourn the meeting; Dr. Davis seconded. The motion was unanimously approved. The meeting adjourned at 5:56 p.m.

Submitted by:

Diane Pfaff
Executive Director