

## **CareerSource Brevard (CSB)**

Executive Committee Meeting

July 31, 2017

### **MINUTES**

**Members in Attendance:** Paula Just (Chair), Susie Glasgow, Robert Jordan (via teleconference), Travis Mack, Mike Menyhart, Patty Stratton (via teleconference)

**Members Absent:** None.

**Staff in Attendance:** Marci Murphy, Denise Biondi, Judy Blanchard, Don Lusk, Richard Meagher, Marina Stone

**Guests:** None

Paula Just called the meeting to order at 4:02 pm.

**Public Comments:** There was no public comment.

#### **Action Items:**

##### Approval of Executive Committee minutes

Motion to approve the Executive Committee Minutes for May 2, 2017 and June 16, 2017 was made by Robert Jordan, seconded by Mike Menyhart, and passed unanimously

Patty Stratton joined the meeting.

##### President's Proposed PY 2017-2018 Goals

Motion to approve the President's goals for PY 2017-2018 to the next full Board of Directors made by Susan Glasgow. After discussion Susan Glasgow modified the motion to approve the President's goals for PY 2017-2018 to the next full Board of Directors with the following changes: Goal 1 (Sector Strategy) to 'develop and present 4' instead of 3 or 4 and modify Goal 3 (New One-Stop Operator) remove the words 'by receiving 100% of their profit'. On the bonus portion, Goal 2 Measure, add the word 'new' to read, 'one new grant by June 2018'. Travis Proctor seconded and the motion passed unanimously.

**Discussion/Information Items:**

Executive Committee Duties

Due to the new Strategic Plan for CareerSource Brevard, committee structures have changed. Instead of five committees, there are now three, Industry Workforce, Career Center and the Executive Committee. The Executive Committee will continue to address the same items as previous years including authority to exercise certain powers of the Board which have been lawfully delegated and consistent with the Bylaws. Additional activities were reviewed and shared with the committee.

Grow the Resources of the Board

The Grow the Resources of the Board report was reviewed.

Financial Reports

Staff reviewed financial activity for the fiscal period beginning on July 1, 2016 and ending on June 30, 2017.

Vendor Payment Report:

The Vendor Payment report from April 1, 2017 through June 30, 2017 was reviewed.

**Adjournment:**

Paula Just adjourned the meeting at 4:55 pm.

Submitted by,

Reviewed by,

{signature on file}    8/30/17

Marina Stone        Date

{signature on file}    8/30/17

Paula Just            Date