

EXECUTIVE COMMITTEE MEETING MINUTES

Friday, February 23, 2024

Indian River State College Chastain Campus – Wolf Technology, Building C, 2400 SE Salerno Road, Stuart, FL 34997

Present: Susan Rabinowitz, Commissioner Troy McDonald, David Rosendahl
Staff: Dan Hudson, Ike Crumpler, Lynn Smith, Pierre Taschereau, Inez van Ravenzwaaij

1. **Call to Order & Welcome:** The meeting was called to order at 8:32 am by Susan Rabinowitz, President of the Board. A quorum was established by roll call.
2. **Public | Partner Comments:** None
3. **Approvals:**
 - a. **January 5, 2023, EC Meeting Minutes and January 24, 2024, BOD Meeting Minutes:** Commissioner Troy McDonald moved to approve both meeting minutes as presented. Second by David Rosendahl. Approved 3-0.
 - b. **Financials:** The committee approved with notes to continue the budget year to date comparison, no objection to changing to cash basis accounting for now, Interim Director will continue to present financials and a need to emphasize the importance of investors to BDB successes.
 - c. **Treasurer Vacancy:** Commissioner Troy McDonald moved to recommend Director, Dan Romence, as Treasurer to the Board for approval. Seconded by David Rosendahl, Approved 3-0.
4. **Discussions:**
 - a. **Formula for County Contract Reserve Amount:** Approved as presented
 - b. **Debit Cards for Staff:** Approved to move forward with a note for staff to check with bank of any fraud protection or other safeguards.
 - c. **Executive Director Recruiting:** Discussions surrounding the importance of local knowledge, Martin County's unique qualities, challenges, ability to get along with board members, staff and county officials. Additionally, discussions for potential personality testing for candidates, board members, staff, et al with staff looking into options. An acceptable target timeline to secure the new ED was agreed for August 2024.
 - d. **Agenda Flow:** The committee agrees to recommend the new agenda format to the full board for review.
6. **Reports | Presentations:**
 - a. **Pulse Program Update:** The committee is pleased with the current form and content of the report as presented by Inez van Ravenswaaij, Programs and Partnerships. It is recommended to present to the full board on the February 29th meeting.
 - b. **CRE Forum:** The committee discussed the CRE Forum's big success with many connections made along with multiple requests and follow-ups. Discussion also surrounded the need to investigate how to make slides and videos easily accessible in the coming week.
7. **Director Remarks | General Comments:**
 - Dan Romence has accepted the Treasurer nomination.
 - Two at-large Board vacancies are currently posted, with a closing date of March 1st
 - The Nominating Committee for Board selections will meet to review applicants following the regular Executive Committee meeting on Friday, March 22nd.
 - The R.E.A.C.H. Center groundbreaking is scheduled for Friday, March 1st.
8. **Adjournment:** There being no further business, the meeting was adjourned at 10:12 am.