



Executive Committee Minutes

Thursday, May 20th, 2010
 Chamber Coalition, Conference Room

Call to Order

Andrew Perry

Officers Present: Andrew Perry, Mike McNally, Dave Gazeley
 Staff Present: Mysty Rusk, Erin Wiedeman
 Called to order at 4:09pm

Action Items From Last Meeting

Andrew Perry

Action	Responsible	Deadline
Send Exec Committee email correspondence between M. Rusk and A. Jaramillo. - COMPLETED	M. Rusk	03/19/10
Finance Committee meet and develop revised ED budget for remainder of FY10 -COMPLETED	R. Stevens	04/18/10
Review ED Budget standings - ONGOING	Executive Committee	04/18/10

Executive Committee Update

Andrew Perry

Bylaw review changes provided to the Executive Board.

Proposed changes:

- Change of BOD election process
- Change date of Annual Meeting, possible for May or September
- Expansion of Exec Committee to include chairs of SPC
- Actual election process, where people would vote on ballot
- Discussion occurred around potential date change for Annual meeting. Financials will not be complete until September timeframe. Executive committee expressed hesitation with holding the meeting a quarter into new fiscal year.
- Discussion occurred around election process and Director election.
- Change the Board of Directors number from 12-36 to 12-24 within Bylaws.
- Executive Committee composition discussed. The purpose of the Executive Committee, and the responsibilities of the Committees were discussed. Reviewed pro(s) and con(s) around having SPC members sit on the Executive Committee.
- Recommendation from Executive Committee for Bylaws to be sent to the Committee stating there are revisions that need to be made prior to being presented to BOD for approval.

Strategic Planning Update

Mike McNally

Finance

- Monthly financials reviewed.
- ACTION: E. Wiedeman to add notes in financial
- A. Edwards will be laid off officially as of July 1. Moving to part time right now to assist with budgetary gap.

- Recommendation from City for \$73k for EDP from FY11 budget City of Corvallis, minus 6.5% due to budgetary restrictions
- Reduction to CBCC & EDP in payroll
- Moving M. Davis into Retention/Volunteer/Marketing specialist position
- Finance Committee meeting for Draft Budget review to take place June 4th from 2-4pm
- AR is high past the 60 day range. Discussion occurred around possibility of having drop date sooner.
- **ACTION:** Clear depiction to be provided to the BOD regarding budget cuts and adjustments with budget changes.

Economic Development

ED Committee had a discussion around Linn County taking on State Recruiting

Government Affairs

Marketing

Membership Services

Pulled together a group with CIBA, to work more collaboratively or eventually create a need to work together so CIBA would not ultimately need to exist. Tiered structure work continues to be done by Committee.

President's Report

Mysty Rusk

Other Business

Andrew Perry

WiN

Procedures, and checks and balances put in place with WiN.

Retreat Discussion

Tiered structure to be on the Agenda for the retreat for BOD to review.

Economic Development/CBCC City/County issues to be on Retreat Agenda

BOD Discussion regarding finishing up performance appraisal (Executive Session)

Action Items for Next Meeting

Action	Responsible	Deadline
Review ED Budget Standings	Exec Comm.	Ongoing

Adjourn

Andrew Perry

Meeting adjourned at 5:10pm