



Meeting of the Executive Committee
Thursday, October 18, 2018, 10am

MINUTES

Any member having a conflict of interest must abstain from voting, state the reason for the record, and complete a form 8b. Forms are available from staff at every meeting.

Welcome and Call to Order – S. W. Ellis, Board Chair

IN ATTENDANCE:

Mrs. S.W. Ellis, Chair
Mr. Mike Williams
Ms. Jodi Tillman

Public Comments: All citizens desiring to speak must sign in and will be limited to three minutes per person.

Action Items

- 1) Big Bend Technical College Dinner Under the Pines Sponsorship - \$500
 - a) A motion was made by Mr. Mike Williams, seconded by Ms. Jodi Tillman. With Ms. Tillman abstaining from the actual vote, due to conflict of interest (Form 8B on File), the item was approved.
- 2) Executive Director Performance Evaluation Form
 - a) This item was placed on hold until a future meeting, when members were able to review the proposed evaluation form.
- 3) Merit increase and Performance Incentive Policy
 - a) A motion was made by Ms. Jodi Tillman, seconded by Mr. Mike Williams, and the item was approved.
- 4) Grant Applications
 - a) It was determined that no action was needed on this item.
- 5) Appointment of Nomination Committee
 - a) Following discussion from the Executive Committee, it was determined that Mr. Mike Williams, Mrs. S.W. Ellis, and Ms. Jodi Tillman would make up the Nominating Committee. It was further determined that, at the direction of the Nominating Committee, Mrs. Diane Head, Executive Director should gather a list of candidates for the Nominating Committee to review for appointment to the Executive Committee.

Informational Items

1. New Board Members

2. Policy Frameworks work
3. Service Design
4. Internal Controls Review

The meeting was adjourned at 10:59 AM by Chair, Mrs. S.W. Ellis.

MEETING NOTICE

We will be sending these dates out to you via calendar invite but wanted you to be aware: Meetings and materials (when available) are listed on our [website](#).