



**Agenda Item Number  
8c.  
Report of the Executive Committee**

**Date:** April 25, 2024

**Presenter:** Brenda Moore

**Action Recommended:** None. Information Only

**March 12, 2024 MEETING NOTES:**

Members present remotely were: Board Chair Sonya Carlson, Vice-Chair Greg James, Sherry Duerst-Higgins, Robbie McCoy, and Kori Rodley; LCOG Executive Director Brenda Moore.

**Policy / Action Items:**

**1. Budget Committee Appointment.** Brenda referred to the memo which outlined LCOG's Bylaws' requirement for at least a six-person Budget Committee comprised of both Board members and citizen members.

We published a notice for a new member and we received one application, from Stacy Koos. Stacy is a Senior Vice President at Summit Bank and has been a resident in Lane County for 4.5 years. They hold a Master's degree in business administration with 28 years in banking with the majority of career in commercial lending and finance. They have community volunteer experience including experience with finance committees, treasurer roles and board of director positions in healthcare, community social services organizations and economic development and business civic groups.

In response to our questions about the reason for their interest in our budget committee, they stated: I believe in LCOG's mission and understand how important the role the organization plays within the four service areas. My interest to serve on the budget committee is to help support those efforts by understanding funding sources

and assist as appropriate with fiduciary decisions that will benefit the community as a whole. Greg James motioned; Sheery Duerst-Higgins seconded, to appoint Stacy Koos to the Budget Committee. The vote was unanimous.

**2. Executive Director's Annual Evaluation.** Brenda reminded the Committee that her three-year contract was not up for renewal this year. The Committee gave direction to follow the same process as last year with LCOG's Managers and the Board receiving the survey. Brenda mentioned that there had been turnover in Administration and some issues and recommended Administration staff also receive a survey. LCOG HR will conduct a survey, Brenda will draft a self-evaluation and provide that to the Board Members before they fill out their surveys. Results of the survey and Brenda's self-evaluation will be presented to the Exec Committee in June before going to the Board at its June meeting. Greg James motioned that the process be the same with the inclusion of the administrative staff; Robbie McCoy seconded. The vote was unanimous.

#### **Information items:**

**3. Annual Dinner Report and Feedback.** Brenda mentioned we made just under \$3,000 from the silent auction which was great considering businesses were still recovering from the ice storm. Sonya Carlson mentioned that promoting how many meals donations could purchase would be great. Greg James mentioned not letting people know about the "orchid stickers" before the Chair can make closing remarks. Because people got very excited Members mentioned the food was delicious, but need more non-alcoholic drinks and have water at the tables instead of bottle water. The Eagan Warming Center representatives were mentioned and everyone appreciated hearing about why they volunteered.

Sherry Duerst-Higgins stated that the price (\$40) needs to be increased to cover the expenses – at least \$50. Kori Rodley agreed; she also mentioned that she heard people would like coffee. She also asked about how this is promoted to get the word out. Greg noted we should try to get it out to Managers and not just Board members. Brenda agreed and noted they needed to strike a balance between getting people there and the size of the venue. Sherry Duerst-Higgins stated she liked the timing of the event – early March. Sonya Carlson asked if we could get the nominations earlier. Brenda mentioned that its hard to get nominations and we need to think of ways to get more. Sherry Duerst-Higgins mentioned having a dessert dash as an idea and that the Executive Committee could get the desserts and mention that 100% goes to Senior Meals. Greg James mentioned he liked the QR codes on the tables and using it in more locations. Greg also mentioned his conversations with the food service company

and how proud they were about their food – which is the same company that provides the food service for Senior Meals.

Sherry Duerst-Higgins mentioned having a big auction item – like a trip – to get people excited. The Committee liked that idea. The committee talked about the pros and cons of a live auction. They decided to start with a dessert dash as the live auction and see how that goes. Sherry also mentioned that they could get bottles of wine and place on each table to include in the increase price.

The Committee also talked about the venue and if we should stay at the Armory or look for a place on the coast. And if it should be on Friday or Saturday and Brenda responded that people seemed to like Friday best so it didn't interfere with the weekend. Brenda said she would bring this topic back to the Exec Committee later in the year.