# MSCOD EXECUTIVE COMMITTEE MINUTES

MSCOD OFFICE

121 E. 7th Pl. Suite 107, St. Paul, MN 55101

February 16, 2016

(UN-APPROVED)

## ATTENDANCE

Jim Thalhuber, in office

Dean Ascheman, via phone

Nate Aalgaard, via phone

Kathy Peterson, Absent

Staff present: Joan Willshire, George Shardlow and Shannon Hartwig

## CALL TO ORDER

Jim Thalhuber, council chair called the meeting to order at 2:32 p.m.

## APPROVAL OF AGENDA AND MINUTES

Dean Ascheman motioned for approval of the agenda; it was seconded by Nate Aalgaard. It was approved by unanimous voice vote.

Dean Ascheman motioned for approval of the minutes of the January 26, 2017 meeting. Nate Aalgaard seconded the motion. It was approved by unanimous voice vote.

## Legislative update

George Shardlow gave provided an update to the group, things have been busy. Items discussed included the Legacy bill to the Revisor, Plates bill to the house, Finalize building code next week. Other things on the horizon are Chamber of Commerce, ADA Bill demand letters, and Digital Accessibility with Political entities.

## Executive Director Review

(2:44 pm to 3:42 pm)

Executive Director annual performance review.

**Action:** Motion made by Dean Ascheman, Seconded by Nate Aalgaard Motion to increase Executive Director Joan Willshire’s salary my 3.4%, Retroactive to 12/28/2016. It was passed unanimously.

## Nominations Committee/Council member Update

Shannon sent out an email to all of the council members, detailing the purpose and roll of the executive committee, and requested that interested parties to submit their names for the next election to fill the vacant seat.

The group reviewed the current council applications, many applications were from state employees, and a few had very little information, other than a name. The group agreed to support applicants Katrina Gregor- Region 2, Kathy Peterson – Region 1, Sherrie Kenney, Peter Beirewalters, Debrah Lechevious all of Region 11, and to recruit further for Region 5, based on their applications.

## Other Business

By-Laws committee, Dean Ascheman is the chair for the by-law committee, there are a few items that my need to be reviewed. The items will be added to the April Agenda.

## ADJOURNMENT

Nate Aalgaard motioned to adjourn; Dean Ascheman seconded. The chair adjourned the meeting at 4:21 p.m.

Respectfully submitted,

Shannon Hartwig