

# Meeting Minutes: Executive Committee

Date: 10/18/2018

Minutes prepared by: Shannon Hartwig

Location: 121 East 7th Place, St. Paul, MN 55101

## Attendance

* Jim Thalhuber – In Person
* Dean Ascheman – Via Phone
* Nate Aalgaard – Via Phone
* Kathy Peterson –Via Phone at 2:48 pm
* Nancy Fitzsimons – Via Phone
* Joan Willshire, MCD Executive Director
* Shannon Hartwig, MCD Staff

## Approval of Agenda and Minutes

**Council Chair Jim Thalhuber called the meeting to order at 2:31 pm.**

**Action:** 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 September 6, 2018 meeting. Nate Aalgaard seconded the motion. It was approved by unanimous voice vote.

## Legislative Update

Joan Willshire provided an oral update on the legislative public policy agenda, the written draft was not ready for the remediation process that is required for all meetings. There are expected changes and edits that will determine the final draft. Typically the item is a working draft. The group asked to have a copy included in the next meeting packet. Items discussed were on the previous version that was presented at the October 18 executive committee meeting. Items include CAV, Vulnerable Adults, MN Parks and Trails. Kody Olson will have the draft available for the next meeting.

## Committee updates

Discussion, There has been a change in the committee chairpersons, and they are not members of the executive committee. The Committee updates will continue to be added on the Full Council meeting agendas, but no longer on the Executive Committee meeting agendas. Both Shannon and Nate provided a brief review of the meetings they have attended.

Dean Ascheman, provided a report on the Council Vitality committee, as well as the Executive committee Nominations committee. Council Vitality will be in contact with the members that terms will expire on January on 2019, to date one member has re-applied, one member has gave notice of no intent to re-apply, 4 members have not responded. Additionally there are 4 members who will have exceeded term limits. Dean Ascheman will contact members in regard to the executive committee nominations. Members may express interest in submitting their name to the ballot. The Ballots will be sent out in the next full council meeting packet, which is due to be mailed on November 21, 2018 for the December 6, meeting.

## Meeting Planning

The Draft agenda will be updated with the information collected, and the draft will be presented at the next meeting. Shannon will rotate the list of members and invite 3 members to provide a regional report form their area.

## Communications

The item has been carried over due to staff time constraints. The staff retreat that was scheduled for September has been cancelled. The communication plan update will be added at a later date. Discussion included Dean Ascheman has a contact that does grant writing, and communications on a volunteer basis, Joan will look into the opportunity.

## Adjournment

Meeting adjourned at 3:50 pm

## Chair’s Report

There was discussion about the Executive Director review, Jim Thalhuber asked the group if they had any recommendations about the process. Follow up up next meeting.

## Executive Director Report

Joan Willshire reminded discussed the legislative forum, the cost and the need of the activity. In years past the cost has gone up, and attendance has gone down. The topics are valuable to the community it serves, but at what point to we scale back. The group expressed the need to continue the event, in reaching out to the community. And the need to explore cost effective options, while maintain the impact of the event. The group will follow up at a later date.

## Future Meeting Planning

The next Executive Committee meeting is scheduled for December 13, 2018. The next Full council Meeting will be December 6th, 2018.

## Adjournment

Meeting adjourned at 3:50 pm

Due to the phone line disconnect, the meeting adjourned at 3:50 pm, the group rejoined in discussion that included the topics of Chair report and Executive Director Report,

Respectfully submitted by:

Shannon Hartwig