

# Meeting Minutes: Executive Committee

Date: Wednesday, May 19, 2021  
Location: 121 East 7th Place, St. Paul, MN 55101  
As provided by MN Stat. 13D.021, the meeting was held electronically

## Attendance

### Committee Members

| Council Member | Attendance |
| --- | --- |
| Nichole Villavicencio | Present |
| Quinn Nystrom | Present |
| Myrna Peterson | Present |
| Trent Dilks | Absent |

### Staff

* David Dively, E.D.
* Shannon Hartwig
* Linda Gremillion
* Member Hope Johnson attending as Chair of the Governance Systems Committee

Meeting called to order at 10:10 am

## Approve Agenda and April 21, 2021 minutes

Addition to agenda, Staff member Linda Gremillion will provide an item of council business after the Governance Systems Committee update.

Myrna Approve Minutes, and Nikki second the motion, all ayes have it.

## Governance Systems Committee update

Hope Johnson, Chair of the Governance Systems Committee provided an update to the group on the work the committee has been working on. The group was provided the information by document by email from Stacy Sjogren (MAD), and are currently reviewing the End policies the Governance Systems Committee is working on. Refer to documents MCD Statutory Review Table.doc and MCD Council Planning Committee 5 28 Homework and agenda.doc.

## Council Business, Linda Gremillion

Business expense report form is on the website, under council information. It is a fillable PDF form, the form is submitted to Linda Gremillion, and then it goes through Docusign. Linda also covered a few items about what to claim, and where to bring questions about per diem and expenses.

## Building the June 2021 full council meeting agenda

The group discussed building the full council meeting agenda. The group discussed the work of the end policies and the time frames for the work surrounding that. Policy Ends update, Council Calendar – Executive Director update, Post Legislative Forum June 2 event update, potential lease update, region reports from council members, the External Relations committee. Add the additional hour to the start time, the meeting from 1pm to 4 pm and include breaks. Possibly include State fair update.

## Reminder of the 5/25 public policy discussion event

David Dively, Executive Director provided the group with a brief background of the public policy discussion event. The discussion will include gathering information on the policy items of interest to include or focus on over the next year. The information will assist with the development of the 2022 MCD public policy agenda (working document).

## Preview of post-legislative forum event on 6/2

The final preparations for the meeting will be going on today (May 19, 2021).

## Action Steps:

Develop the June 9, 2021 full council meeting agenda. Develop attendance list for the past fiscal year (Shannon and Linda). Members complete business expense forms for fiscal year, using the new pdf form posted on the council page and return to Linda Gremillion. Send the final information out on the June 2 event.

Adjourned 11:42 pm

Submitted By: Shannon Hartwig