

# Meeting Minutes: Council Planning Committee

Date: Wednesday, November 16, 2022  
Location: 1600 University Avenue W., Suite 8 Saint Paul, MN 55104  
As provided by MN Stat. 13D.021, the meeting was held electronically

## Attendance

### Committee Members

| Council Member | Attendance |
| --- | --- |
| Nichole Villavicencio | Present |
| Andrew Christensen | Present |
| Myrna Peterson | Present |
| Quinn Nystrom | Present |

### Staff

* Shannon Hartwig
* David Fenley

Meeting called to order at 10:05 am

## Approval of minutes and Agenda

**Action:** Myrna Peterson motioned for approval of the approval of the agenda for the November 16, 2022, meeting, Andy Christensen seconded the motion. All in favor. Roll call vote 4/4.

A motion was made by Andy Christensen and seconded by Myrna Peterson, to approve the October 19, 2022, minutes. All in favor. Roll call vote 4/4.

## Discussion of creating a Finance Committee

The group discussed developing a fiancé committee. The group will move the item to the Full Council meeting.

## Executive Director’s annual performance review

Table to December meeting, to include input from David Dively.

## Prepare for December full council meeting

Add an action item to the full council meeting to support quarterly meetings for a longer length of time.

## Possibility of moving to longer meetings with fewer meetings & having some committee meetings before the full council meetings to use fewer days

Discussion. The group will bring the item to the full membership at the December 14, 2022, council meeting for discussion and vote.

## Action Steps/Follow up

Move to the on-boarding committee discussion to the December 2022 council planning committee meeting,

Meeting adjourned 11:28 am

Submitted By: Shannon Hartwig