



## September 2020 Executive Committee Meeting Agenda

📅 Thu September 24th, 2020

🕒 3:00pm - 4:00pm EDT

📍 Teleconference

<https://global.gotomeeting.com/join/594173533>

United States: [+1 \(646\) 749-3129](tel:+16467493129)

**Access Code:** 594-173-533

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|--|----------------|---------|
| <b>I. Opening</b>  | LIZ KERN       | 5 mins  |
| <hr/>  |                |         |
| a. <b>Verbal Authorization to Begin Recording</b>                | LIZ KERN       |         |
| b. <b>Call to Order</b>  | LIZ KERN       |         |
| c. <b>Roll Call</b>  | WHITNEY HARRIS |         |
| d. <b>Establishment of Quorum</b>                                | WHITNEY HARRIS |         |
| <b>II. Approval of Agenda</b>                                    | LIZ KERN       |         |
| <hr/>  |                |         |
| a. <b>Attachments: September 2020 Executive Committee Agenda</b> |                |         |
| b. <b>Public Comment on any Agenda Item</b>                      | LIZ KERN       |         |
| c. <b>Modifications to Agenda</b>                                | LIZ KERN       |         |
| d. <b>ACTION NEEDED</b>  | LIZ KERN       |         |
| <b>III. Approval of Minutes</b>                                  | LIZ KERN       |         |
| <hr/>  |                |         |
| a. <b>Attachments: July 2020 Executive Committee Minutes</b>     |                |         |
| 📄 2020 07 EC Minutes   |                |         |
| b. <b>ACTION NEEDED</b>  | LIZ KERN       |         |
| <b>IV. Financial Statements</b>                                  | PAUL TOBIN     | 10 mins |
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a. **Attachments**

1. **Balance Sheet**
2. **Profit & Loss Detail by Month**
3. **Profit & Loss Summary by Month**
4. **Accounts Receivable**
5. **Financial Statements Summary**

b. **Purpose/Statement**

PAUL TOBIN

1. **This agenda item is to review and approve the prior month's financial statements.**

c. **ACTION NEEDED**

PAUL TOBIN

V. **ATAC Term Limits**

LIZ KERN

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a. **Attachments**

 08182020 ATAC Term Limits.pdf

b. **Purpose/Statement**

LIZ KERN

1. **This agenda item is to update the Executive Committee on current term limits of ATAC/Board members.**

c. **Assign Actions as Needed**

LIZ KERN

VI. **FY21 Calendar**

LIZ KERN

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a. **Attachments: FY21 Calendar**

 Calendar FY2021.docx

b. **Purpose/Statement**

LIZ KERN

1. **The calendar was updated based on ATAC/Board Meeting Time Preference Survey.**

c. **ACTION NEEDED**

LIZ KERN

VII. **Temporary Salary Increases for Staff**

LIZ KERN

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a. **Attachment: Memo from Executive Director**

 Temporary Staff Salary Increases Memo 09102020.pdf

b. **Purpose/Statement**

LIZ KERN

1. **This agenda item is to review and consent to one-time temporary staff increase for FFAST staff.**

c. **ACTION NEEDED**

LIZ KERN

VIII. **FFAST Recognition of Karen Clay**

LIZ KERN

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a. **Purpose/Statement**

LIZ KERN

1. **This agenda item is to discuss opportunities for FAAST to honor Karen Clay. Below is a link to the recognition of Michael Phillips on the FAAST website.**

<https://faast.org/michael-phillips/>

b. **Assign Actions as Needed**

LIZ KERN

IX. **Task Report**

LIZ KERN

5 mins

a. **Purpose/Statement**

LIZ KERN

1. **This agenda item is to inform the Committee of actions taken to complete items on the Task Report. All previous tasks have been completed.**

b. **Assign Actions as Needed**

LIZ KERN

X. **Agenda Modifications**

LIZ KERN

a. **From Agenda II c.**

XI. **Closing**

LIZ KERN

5 mins

a. **Next Meeting - Transition away from Boardable will begin October 1, 2020**

1. **Date and Time**

Thursday, October 22, 2020 | 3:00-4:00 p.m. EST

2. **GoToMeeting Information**

<https://global.gotomeeting.com/join/136094405>

3. **Toll-free number and Access Code**

United States: +1 (571) 317-3116

**Access Code:** 136-094-405

b. **Last Call for Public Comment**

LIZ KERN

c. **Adjourn**

LIZ KERN