



# January 2022 Executive Committee Meeting

## Minutes

January 23rd, 2022

4:00-4:45 PM ET

### 1. Opening

Mr. Brian Nerland called the meeting to order at 4:01 pm ET. A quorum was established.

Members Present: Mr. Brian Nerland, Ms. Janet Good, Ms. Betsy Burgos, Ms. Kailey Medlock

Staff Present: Ms. Whitney Doyle

Members of the Public: None

### 2. Approval of Agenda

No members of the public commented. No modifications were made to the agenda. No comments were made. Ms. Good made the motion to approve the agenda. Ms. Medlock seconded the motion. The agenda was approved as presented by acclamation without any objection.

### 3. Approval of Minutes

No members of the public commented. No modifications were made. Ms. Medlock made the motion to approve the November 2022 Executive Committee meeting minutes. Ms. Good seconded the motion. The November 2022 Executive Committee Meeting Minutes were approved as presented by acclamation without any objection.

A brief moment of silence was held for ATAC member Paul Tobin who passed away on January 18<sup>th</sup>, 2023.

### 4. Financial Statements | Brian Nerland and Whitney Doyle

Ms. Whitney Doyle presented the new financials spreadsheet. This balance sheet is a comparison of last fiscal year. She hopes it is easier to understand. She reviewed



each budget line and explained that we have experienced mail fraud that ended in counterfeit and fraudulent checks. A police report has been filed and we are working with bank to recover the funds.

The FAAST Financial Audit has begun.

Ms. Medlock made the motion to accept the November 2022 financial statements. Ms. Good seconded the motion. The November 2022 financial statements were approved as presented by acclamation without any objection.

#### 5. ATAC Membership Loan Application

The loan documents were presented to the committee to identify the conflict of interest. Ms. Doyle stated the ATAC member is on the Financial Loan Committee. They have been told they cannot participate in the voting for this loan and they were not included in the email for this application. The Loan committee did approve it without the Member present. The Executive Committee acknowledged the conflict and supported the Financial Loan Committee's approval.

#### 6. Request for Proposal: Strategic Plan 2023

Ms. Doyle would like contract this out as much as we can. She recommends making it a 6-month contract. She presented the same template we have used for other contracted services. The budget for the strategic plan is \$20,000. Mr. Nerland suggested moving the timeline out.

The RFP was accepted by acclamation without any objection.

#### 7. Review Annual ATAC Member Survey

Ms. Medlock made the motion to send the survey to the full ATAC. Ms. Betsy Burgos made the second the motion. The motion was accepted by acclamation without any objection.

#### 8. Closing



Next Meeting- Tuesday February 28, 4:00 pm. No public comment was made. The meeting was adjourned at 5:00 PM.