

BCA Executive Committee Minutes
Monday, October 30, 2023
Held via Zoom

Executive Committee Members: Lori Rowe, Billi Gosh, Lisa Lillibridge, Laura McDonough, Patrick Shank

BCA Staff present: Doreen Kraft, Sara Katz, Meara McGinniss

1. Lori Rowe asked for a motion to approve the agenda and minutes of the last meeting. A motion was made by Billi Gosh and seconded by Lisa Lillibridge. All were in favor.
2. No community members were present for Public Forum.
3. The committee discussed and drafted the following changes to the Board committee descriptions.
 - a) Exhibitions Committee: Eliminate last paragraph that begins :” Exhibition Committee members are requested.....”
 - b) Development Committee: “is chaired by a BCA Foundation Board member.” The description will state that the committee is comprised of members of the BCA Foundation and BCA Advisory Boards as well as interested members of the community. Doreen will clarify with the City attorney about transferring this committee to the Foundation Board.
 - c) Communications Committee: Eliminate the final paragraph that begins: “Skill-share with each other...”
 - d) Nominating Committee: The Nominating Committee pro-actively recruits potential board members with expertise in areas of significance to the board operation. It assures equity in the recruitment and interview process and makes candidate recommendations to the board at large. The Nominating committee is comprised of the Executive Committee and other interested members of the Advisory Board.
 - e) Equity and Belonging Committee: The Equity and Belonging Committee seeks to guide, expand and bolster equity and belonging in the work BCA does and the communities it serves.The committee meets on an ad-hoc basis and is comprised of board members, members of the community and is staffed by the BCA Director of Communications.
4. Board Recruitment: There are 2 possible candidates. The committee decided to hold off on interviews until more candidates have applied.
5. The agenda was created for the November 14th Advisory Board meeting as such:
 - i. Final review and vote on committee descriptions.
 - ii. Quarterly financial report.
 - iii. Faith James will give a Development report.
 - iv. Public Art-Update
 - v. Director’s Report

6. The committee discussed a regular meeting schedule and decided on Tuesday's at noon, two weeks prior to the full board meeting, except in January because of the New Year holiday. Meara McGinniss will send out calendar invites through the end of the fiscal year.
7. Billi Gosh moved to adjourn the meeting at 10:25, Lisa Lillibridge seconded it, and all in were in favor.