

Committee Name:	Executive Committee	Session #:	Report #: 1
Committee Chair:	Nadine Day	Vice Chair:	
Minutes recorded by:	Chris Colburn	Date/time of meeting:	October 7, 2013 8:30pm PDT

Motions Passed:

None.

Number of committee members present: 10

Absent: 0

Committee members present (list all, including chair and vice chair): Nadine Day - President called the meeting to order at 8:31 PM EDT. Also present were: Ed Tsuzuki - VP of Administration (joined at 8:39pm EDT); Chris Stevenson - VP of Local Operations; Chris McGiffin - VP of Programs; Jody Smith -VP of Community Services; Chris Colburn – Secretary; Phil Dodson – Treasurer; Patty Miller - Legal Counsel; Jeff Moxie – Past President; Rob Butcher – Executive Director.

Not present: none.

Audience Members: none

Minutes

The meeting was called to order at 8:31 PM EDT.

1. Nadine welcomed all the new officers. She reported that all the standing committees and BOD committees have all been selected and contacted. The Swimming Saves Lives Committee members still need to be communicated to the Board and approved.
2. Nadine stressed that communication is important. Conflict of interest disclosure and confidentiality are paramount for the EC and the Board.
3. VPs have been in communication with their committees to establish goals. VPs will set up all committee conference calls.
4. Committee Chairs' Handbook: Nadine thanked Chris Colburn for updating the handbook and encouraged VPs to share it with their committee chairs. Any recommendations should be sent to Chris Colburn by the next EC call.
5. Convention: There was a discussion on the convention schedule. The EC is responsible for the convention schedule. Nadine has appointed a working Convention Committee. Tracy Grilli, who has been appointed convention coordinator, will be chair. LOC volunteer 2012: Maria Elias Williams; 2013 Mike Miranda; 2014 Marianne Bradley and Bob Jennings; Debbie Cavanaugh for convention certification/registration; Susan Ehringer and Mary Hull, convention volunteers "go to" people. Ed Tsuzuki will be the EC liaison to assist with convention material distribution and uploads for communication.
6. The Ad-Hoc Elections Committee has been appointed: Cheryl Gettelfinger will be chair again. Nancy Ridout, Jim Clemmons, Colleen Driscoll, and a Breadbasket representative TBA are awaiting acceptance.
7. Discussed the purpose and value of having EC calls and VPs calls. Nadine will restructure the calls to allow for collaborative efforts and discuss opportunities for collaborative committee tasks.
8. The EC moved into Executive Session at 8:57 PM EDT to discuss awards. The EC moved out of Executive Session at 9:09 PM EDT.
9. Ed brought up committees' goals to focus on the strategic plan, specifically the volunteer experience and succession planning.
10. Next call will be November 4th at 8:00 PM EST.
11. MSA to adjourn.

The meeting was adjourned at 9:18 pm EDT.

Respectfully Submitted,

Chris Colburn, Secretary
