Draft Meeting Minutes

1. **Convene meeting –** the meeting was called to order at 5:36 pm. In attendance: Bill Powell, Fred Thumm, Danny Hale (via conference call), Peter Anthony, Leesa Stewart and Gwen Lyons taking notes
2. **Agenda Revisions-** There were no agenda revisions.
3. **Approval of the minutes of the June meeting ACTION ITEM –** Fred Thumm made a motion to approve the minutes of the June meeting. The motion was seconded and approved.
4. **Report out from EB meeting:** 
   1. Personnel – the committee discussed the Planning Manager position and whether it should be .6 FTE or 1 FTE.
   2. Bill Powell made a motion to approve the Planning Manager position at .6 FTE. Fred Thumm seconded the motion. Bill Powell amended the motion to ask that the full board of supervisors meet on the same night as the Executive Board in a special meeting on July 30th to approve this position so staff can begin advertising for it. The motion as amended was approved unanimously.
5. **Financial position/statements period ending 5/31/2013**
   1. The committee reviewed the financial statements for the period ending May31, 2013.
6. **Budget Revisions:**
   1. Staffing structure – was discussed and voted on earlier in meeting
   2. Capital Fund – No action was taken on this topic. Leesa shared that staff and the facility committee had recently learned that the National Life Annex (22,000 sq. feet on 5 acres, zoned industrial agricultural) was still for sale for a much lower price than was originally listed. The trucks and containers used to be stored there. Leesa has seen the outside of the building, but not the inside. It is unknown how much renovation would need to be done to it for it to be able to suit the needs of the organization.
      1. Leesa provided the committee with a budget revision showing how the organization could purchase the building outright. The committee decided that they needed more information about the building and would like Leesa to see the inside, etc. Leesa will work on getting more information and work to further revise the proposed budget revision in time for the Special Meeting of the EB on July 30th.
7. **Adjourn** – the meeting was adjourned at 6:27 pm.