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**Bay Area Workforce Development Board
EXECUTIVE COMMITTEE
MEETING MINUTES**

**Thursday, March 23, 2023
2:30 p.m. - 4:00 p.m.**

Bay Area WDB, 520 N Broadway, Ste 320, Green Bay, WI 54303
Or via Virtual Meeting Link

Executive Committee Members:

	Present
Cheri Galecke (Board Chair)	✓ In person
Chuck Dallas (Past Board Chair)	✓ Virtually
Dustin Delsman (Vice Chair)	✓ In person
Tim Beno (Treasurer)	✓ In person
Matt Rentmeester (Strategic Leadership Chair)	✓ In person
Marcia Christiansen (Member-at-Large)	✓ Virtually
Tara Carr (HR/Finance Chair)	✓ In person
Mercedes Olson (Secretary)	✓ Virtually

I. CALL TO ORDER/ROLL CALL (Galecke)

Chairwoman Cheri Galecke called the meeting order at 2:33 p.m
All members/a quorum were present.

II. BOARD BUSINESS (Galecke)

A. Update on Executive Director Hiring Process & Timeline for Final Decision

Cheri shared there were a total of 33 candidates who submitted resumes. 17 received at least one vote from Hiring Committee members. Five were selected for in-person interviews held on March 10, 2023. Three were chosen to move on to in-person interviews with the entire WDB staff. These interviews took place on March 20, 2023 and feedback was collected anonymously from all staff members, to bring back to the Hiring Committee. Hiring Committee to make decision on top candidate and offer to be made.

A motion was made by Tim Beno to approve candidate selected by the Hiring Committee.

The motion was seconded by Chuck Dallas. Cheri opened the floor for discussion. NONE was had.

There being no further discussion, a vote was taken, and all were in favor. Motion passed.

B. Board Roster Review, Terms Expiring, Process

Committee members were provided with Board roster list for review of Directors with terms expiring. All agreed to review and bring forward any potential new members by the next Board meeting, and also wait until new Executive Director is in place to work with that individual on Board roster review and overall membership. No other action was taken.

C. Committees Discussion

Agreement was had that all committees (other than the Executive Committee) would remain on hold until the Executive Director is in place.

A motion was made by Tara Carr to wait for the new Executive Director to determine the future of any committees, as well as any further discuss or decision on how they are made up.

The motion was seconded by Matt Rentmeester. Cheri opened the floor for discussion. NONE was had.

There being no further discussion, a vote was taken, and all were in favor. Motion passed.

III. BUDGET PROCESS/FINANCIALS UPATE (Patterson)

Interim Executive Director, Vickie Patterson joined the meeting to provide an update on the budgeting process and timeline. She reviewed what we know now and what we are waiting for as well as some initial courses of action being worked on and outlined next steps.

IV. OTHER BUSINESS

There was discussion about planning the next meeting. All were in agreement to have an Executive Committee meeting before the next full Board meeting. Next meeting was scheduled for Thursday, April 20th at 11:00 a.m. at NWTC.

V. ADJOURNMENT

A motion was made and seconded to adjourn by Dustin Delsman and Marcia Christiansen, respectively. All members were in favor of adjournment. Motion passed. Meeting was adjourned at 4:00 p.m.

Respectfully submitted,

Cheri Galecke
Board Chair
Bay Area Workforce Development Board