In attendance: Billi Gosh, Michael Metz, Beth Montuori Rowles, Lori Rowe, John Gonter
Staff: Sara Katz

1. Approval of Agenda
   a A motion was made to approve the agenda. Motion was seconded, voted and approved.

2. Public Forum
   a No members of the public present

3. Financial update
   a A review of the financial report yielded an explanation of how the cost of benefits are applied to BCA’s transactions.

4. Committee Discussion
   a The executive committee would like to change the review schedule and discussion succession plan. Succession plan may need to include review of executive director’s classification. This would need to be a discussion with the mayor and work within the board’s advisory role.
   b Director’s report updated on many committee activities and minutes are online.