

# CIWB Board of Directors & Executive Committee

## Meeting Minutes

### April 11th, 2019

#### Board Member Attendance:

	Y	N		Y	N		Y	N
Brenna Attanasio	X		Bob Dutch	X		Tim Melia		X
Joe Bazzinotti	X		Wendy Northcross		X	Sara Piccone		X
Ron Beaty	X		Melissa Farrell	X		Jamie Regan	X	
Sally Bowles	X		Jerry Fishbein		X	Chris Richards	X	
Chris Boyd	X		Nancy Gardella	X		Ann Robinson		X
Dora Camara		X	Cheryl Gayle	X		Paul Rumul	X	
Marnell Cash	X		Bev Horan	X		David Sampson	X	
Lindsay Cole	X		Diane Hurley	X		Robert Sanborn	X	
Laurie Colwell	X		Ken Jenks	X		Wendy Savary	X	
John Cox	X		Peter Karlson		X	Teri Whelan		X
Peter Danzell		X	Matt Lee	X		Bill Zammer		X
Kris Dower	X		Carol Liddard	X				

#### Staff/Guests:

David Augustinho, Razza Millard. Mike Walsh

#### Call to Order

Chris Richards called the meeting to order at 8:00am. The meeting was held at the Cape Cod Chamber 5 Patti Page Way Centerville, MA 02632.

#### Review last BOD Meeting Minutes

A motion was made by Chris Boyd and seconded by Rob Sanborn, to accept the January board meeting minutes, and the vote passed unanimously.

#### Review last Executive Committee Meeting Minutes

A motion was made by Sally Bowles and seconded by Lindsay Cole, to accept the February Executive Committee meeting minutes, and the vote passed unanimously.

#### Treasurers Report

David Sampson reviewed the monthly financials, and everything is on target. We are in a good cash position.

#### Presentation

Our auditor Mike Walsh gave an in-depth presentation of our audit. There was no management letter with a clean opinion. Razza will send out the full audit to the board and we will vote on it at the May Board of Directors meeting. There was a brief discussion about the process of the audit.

#### Hiring Committee Presentation

Lindsay Cole from the Hiring Committee gave a presentation on the Executive Director job search, interviewing and hiring process. She discussed the timeline and the various publications where the ad was placed. She collected all the resumes as they came in. We received 34 resumes and narrowed them down to the top 3 candidates. The interviews were held in March. One of the candidates pulled out at the last minute so Sheila Lyons and Kara Galvin

were the 2 that were interviewed. The Hiring Committee came to a unanimous decision to recommend Kara Galvin as the new Executive Director.

A motion was made by Rob Sanborn and seconded by Ron Beaty, to accept the Hiring Committee's recommendation to hire Kara Galvin as the new Executive Director, and the vote passed unanimously.

**Youth Council**

There is a written report in the package. Ken Jenks updated the board members on the Youth Council activities.

**Executive Director**


The 55+ Committee has been meeting regularly and they are working on 2 events. There is an Age Forward symposium scheduled for May 1<sup>st</sup>. The other event will be an Age Forward Employer Awards breakfast celebration in the fall.

The WIOA partners have been meeting on a regular basis.

On April 18<sup>th</sup> we will be presenting our updated regional blueprint to the state.

We are working on a manufacturing grant.

The meeting adjourned at 8:56am.

  
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Clerk

4/24/19  
Date