KALAMAZOO FOUNDATION FOR EXCELLENCE
BOARD OF DIRECTORS
EXECUTIVE COMMITTEE

MINUTES

Meeting of August 29, 2022

The meeting of the Kalamazoo Foundation for Excellence (KFFE) Executive Committee was called to order at 3:00 p.m. in the Community Room at City Hall by President Calderon-Huezo. Treasurer Carrel, Secretary Miller, and Directors Hess and Ritsema were present. Director Washington was absent.

A quorum was present.

Minutes of the previous meeting were moved for approval by Treasurer Carrel and seconded by Director Hess. The motion was approved by unanimous voice vote.

Manager Brown reviewed the need for legal services, the process for requesting proposals from law firms, and the scoring committee's unanimous recommendation of Miller Johnson Attorneys based on a winning score. Director Hess moved, and Treasurer Carrel seconded, to include the legal services agreement on the next Board agenda for vote to approve. The motion was approved by unanimous voice vote.

Next, staff reviewed the need for the Board to take up Stakeholder Board placement duties from the expiring governance facilitator. The creation of a Nominating Committee was discussed. Director Ritsema moved, and Secretary Miller seconded, to include creation of a Nominating Committee on the next Board meeting agenda. The motion was approved by unanimous voice vote.

Next, staff presented a proposal for the Board to hire an Executive Director and Development Coordinator. Director Hess moved, and Secretary Miller seconded, to include this topic on the next Board agenda after the organizational chart is updated to remove the words "Retiree healthcare." The motion was approved by unanimous voice vote.

Next, staff presented a memo outlining changes to the FFE Bylaws and Articles of Incorporation needed in the event of any of several other action items. Secretary Miller moved, and Treasurer Carrel seconded, to include the memo on the next Board agenda. The motion was approved by unanimous voice vote.

As a result of discussion about Bylaws changes, Director Hess moved, and Director Ritsema seconded, to add the changing of the budget approval date in the Bylaws from October 31 to December 31 as its own item on the coming Board agenda. The motion was approved by unanimous voice vote.

Lastly, the agenda for the Board meeting on September 12, 2022, was presented and moved for approval by Director Ritsema and seconded by Treasurer Carrel. The motion was approved by unanimous vote.

Next meeting is scheduled for October 10, 2022.

No public comments.

Under Board Comments Treasurer Carrel asked staff to help ensure the Board Stakeholder Director processes for the proposed nominating committee continue with the inclusive outreach that has led to a diverse board since FFE's founding.

President Calderon-Huezo adjourned the meeting at 3:51 p.m.

Minutes Drafted: August 31, 2022.

Minutes Approved: __10.10.2022_______

______Steve Brown_____________

Steve Brown, Recording Secretary