

**KALAMAZOO FOUNDATION FOR EXCELLENCE
BOARD OF DIRECTORS
EXECUTIVE COMMITTEE**

MINUTES

Meeting of October 9, 2023

- A. The meeting of the Kalamazoo Foundation for Excellence (KFFE) Executive Committee was called to order at 3:00 p.m. in the Community Room of City Hall by Vice President Ritsema; Treasurer Carrel, Secretary Miller and Directors Washington and Hoffman were present. President Calderon-Huezo was absent. A quorum was present.
- B. The draft minutes of the August 28, 2023, meeting were moved for approval by Director Miller and seconded by Director Washington. The motion was approved by unanimous voice vote.
- C.
 - 1. Staff presented an update on the 2023 Board Survey and Directors found the exercise valuable, asking that the entire document be shared in the 10.30.2023 board packet opportunities.
- D.
 - 1. A motion was made by Vice President Ritsema and seconded by Director Miller to approve the Agenda for the October 30, 2023, Board meeting with the addition of an Item D3, Position Description of Administrative Support. The motion was approved by unanimous voice vote.
- E. No public comments.
- F. No board comments.
- G. Vice President Ritsema adjourned the meeting at 3:37p.m.

The next meeting is scheduled for Monday, December 11, 2023, at 3 p.m.

Minutes Drafted: October 9, 2023.

Minutes Approved: ____12.11.23____

____Steve Brown____
Steve Brown, Recording Secretary