

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

MINUTES

Meeting of December 9, 2024

A. Call to Order

1. The meeting of the Kalamazoo Foundation for Excellence (KFFE) Executive Committee was called to order at 3:02 p.m. in the Community Room of City Hall by President Calderon-Huezo.
2. Roll Call. Vice President Ritsema, Secretary Bostrom, Treasurer Balkema, and Directors Bogan and Parker were present. A quorum was present.

B. Approval of Minutes

1. The draft minutes of the October 7, 2024, meeting were moved for approval by Secretary Bostrom and seconded by Treasurer Balkema with typographical error corrections. The motion was approved by unanimous voice vote.

C. Reports and Communications

1. Annual aspirational reporting was discussed as being added to the annual City Manager's update letter to the FFE for the 2024 year in review.
2. Ensure communications are adequately included in 2025 SWOT.
3. No comments.
4. Add the Board Survey detailed review to the next Nominating Committee agenda.

(Vice President Ritsema had to excuse himself from the meeting for a standing commitment.)

D. Closed Session

1. Treasurer Balkema would be gathering Executive Director review forms from Executive Committee members for review and action at the next scheduled meeting, where a recommendation for updated compensation would be prepared for the February 2025 Board meeting.

E. Regular Agenda

1. Treasurer Balkema moved and Director Bogan seconded a motion to approve the February 24, 2025, Board agenda with corrections and clarification that the agenda items merited setting expectations with Directors that the meeting would last until 5pm instead of the typical 4pm. The motion passed by unanimous voice vote.

F. No public comments.

G. No board comments.

H. President Calderon-Huezo adjourned the meeting at 4:33 p.m.

The next meeting is scheduled for Monday, January 27, 2025, at 3 p.m.

Minutes Drafted: December 9, 2024.

Minutes Approved: ____ 1.27.2025 ____

Steve Brown, Recording Secretary