

## EXECUTIVE COMMITTEE

### MEETING MINUTES - FINAL

Wednesday, March 9, 2022

11:00 AM

Please join from your computer, tablet or smartphone.

<https://meet.goto.com/979605509>

United States: +1 (571) 317-3122

Access Code: 979-605-509

- One-touch: tel:+15713173122,,979605509#

#### 1.0 Call to Order and Introductions

Chair Bennett called the meeting to order at 10:26 a.m.

**Present:** Gerald Bennett, Paul Goodrich, John Noak, Carolyn Schofield, and Diane Williams

**Absent:** Anne Sheahan

**Staff Present:** Erin Aleman, Angela Manning-Hardimon, Molly Talkington and Blanca Vela-Schneider

**Others Present:** Joseph Breinig and Suzette Quantill

#### 2.0 Agenda Changes and Announcements

There were no additions or amendments to the agenda.

#### 3.0 Approval of Minutes

3.01 Meeting minutes from February 9, 2022

[22-124](#)

**Attachments:** [Exec Committee 2.9.22 Minutes - Final](#)

A motion was made by Diane Williams, seconded by Paul Goodrich, that the minutes be approved.

The motion carried by the following vote:

**Aye:** Gerald Bennett, Paul Goodrich, John Noak, Carolyn Schofield, and Diane Williams

**Absent:** Anne Sheahan

#### 4.0 Financial Statements & Grants, Contracts, and Procurements

##### Approval of the Group Vote

A motion was made John Noak, seconded by Diane Williams, to approve agenda items 4.01 and 4.02 under one vote. The motion carried by the following vote:

**Aye:** Gerald Bennett, Paul Goodrich, John Noak, Carolyn Schofield, and Diane Williams

**Absent:** Anne Sheahan

4.01 January monthly revenue and expenditure report for Fiscal Year (FY) 2022 [22-134](#)

**Attachments:** [January 2022 Financials Executive Committee Report](#)

Finance and Administration Deputy Executive Director Angela Manning-Hardimon reported that CMAP is trending slightly below in expenses in personnel and contractuals for the fiscal year but expects expenditures to increase in the upcoming months.

Approved.

4.02 Contract approval with Embold Research for a one-year contract, with four optional one-year renewals, in the annual amount of \$24,400, a total of \$122,000 over a five-year period, to conduct an annual public opinion poll [22-121](#)

**Attachments:** [Public Opinion Poll Board Memo 3.2.2022](#)

Finance and Administration Deputy Executive Director Angela Manning-Hardimon reported that this request is to enter into a one-year contract, with four optional renewals, with Embold Research. The annual contract rate is \$24,400 and will total \$122,000 over a five-year period.

Approved.

4.03 March 9, 2022 Executive Committee report [22-115](#)

**Attachments:** [ExecCmteMemo\(GrantsEtc\) 3 9 2022 AMH](#)

Finance and Administration Deputy Executive Director Angela Manning-Hardimon reported that the report includes a list of grants CMAP is seeking as well as procurements approved by the Board. She clarified that this item is for information only and not for the committee's approval.

The March 9, 2022 Executive Committee report was received and filed.

## 5.0 Other Business

There was no other business before the Committee.

## 6.0 Public Comment

There were no comments from the public.

## 7.0 Next Meeting

**The next Executive Committee is scheduled to meet April 13, 2022.**

## 8.0 Adjournment

The meeting was adjourned at 10:32 a.m.

A motion was made by Diane Williams, seconded by Paul Goodrich, that the meeting be adjourned. The motion carried by the following vote:

**Aye:** Gerald Bennett, Paul Goodrich, John Noak, Carolyn Schofield, and Diane Williams

**Absent:** Anne Sheahan

Minutes prepared by Blanca Vela-Schneider.

