

MEAC Board of Directors Meeting

Date: 9/2/16

Time: Convened 12:00pm Pacific
Adjourned 1:30pm Pacific

Type of Meeting: Call

Attendees:

Board members: Henci Goer, Kristi Ridd-Young, Ana Volmer, Nichole Reding, Stephanie Mills, Karen Ehrlich, Heidi Filmore

Staff: Closed meeting

Absent: Abigail Aiyepola, Andrea Ferroni, Cassaundra Jah

Notes taken by: Nichole Reding

Minutes

Agenda Item: Final meeting to discuss Executive Director review and staffing needs

Presenter: Nichole facilitated.

Documents: More thorough minutes are held by Nichole for confidentiality purposes.

Discussion: Each Board member present shared final perspective about next steps. We discussed asking Tracy to step down from her position, see conclusions below. We reviewed her contract and our P&P again to ensure we were in good standing with each of these pieces. We noted that there is no P&P or staff job manual about termination of the ED. We agreed to offer her one month severance pay.

Conclusions: Motion: Stephanie, Second: Ana

To recommend that Tracy be asked to step down as MEAC Executive Director. No abstentions. One opposed. Motion passed.

Motion: Henci, Second: Stephanie

to offer Tracy a position as an independent contractor for specific functions, to be determined, with wages tied to deliverables.

Karen Ehrlich left call before voting. No abstentions. Role call vote: All opposed. Motion failed.

Action Items: Write a formal letter to Tracy. Send Nichole any edits.

Person Responsible: Nichole

Deadline: 9/9/16

Action Item: Update

Change to P+P ? Yes – need to add more to the conclusion of work for the ED, both termination and resignation. What is BOD's responsibility? Time frames? How to guide staff in the interim, Etc.

Change to Handbook? Need more information in the staff handbook as well.

Notify public or schools? Yes