

Present: Chairman Mike Gill, Ms. Andrea Pelletier, Ms. Brittney Powell, Dr. Salvo Vitale, Dr. Eric Wachsman, Mr. Ian Ullman, Ms. Kathy Magruder, Ms. Sabrina Bachman, Mr. Steven Cowan, Ms. Amy Gillespie, Mr. Wade Haerle, Ms. Rylee Kennedy, Ms. Dorothy Kolb, Ms. Limunga Mingo, Ms. Tericka Mobley, Ms. Maya Ross, Mr. Ben Rupert, Ms. Mary Sirois, Mr. Keith Wang, Ms. Martha Absher, Ms. Whitney Bowles.

Welcoming Remarks: Ms. Magruder and Chairman Gill introduced Ms. Whitney Bowles.

First Order of Business: The first order of business was to approve the Board of Directors Meeting Minutes for April 29, 2024. Dr. Wachsman clarified his attendance of the April 29, 2024, meeting.

Chairman Gill requested a motion to approve the minutes from the April 29, 2024, board meeting. Chairman Gill moved the motion. Ms. Pelletier seconded the motion. The motion passed unanimously.

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| <i>Chairman Gill – AYE</i> | <i>Ms. Powell – AYE</i> | <i>Director Pinsky – Excused</i> |
| <i>Treasurer Pelletier – AYE</i> | <i>Dr. Williams – Excused</i> | <i>Mr. Ullman – AYE</i> |
| <i>Ms. Norton – Excused</i> | <i>Dr. Vitale – AYE</i> | <i>Dr. Wachsman – AYE</i> |

Draft FY25 Strategic Plan: Ms. Magruder presented the Draft FY25 Strategic Plan sharing MCEC’s vision, mission, and values. She noted the objectives, priorities and performance measures for achieving these strategies. Dr. Wachsman noted the need for consistency in how MEI² is written and inquired about the way KPIs are reported for MEI² and MEIA. Mr. Ullman inquired about strategic priorities and balancing MCEC’s mission with activities and services and cautioned against pushing beyond capabilities. Ms. Magruder noted how MCEC is driving support to ultimately achieve green house gas reduction goals by deploying solutions. Mr. Ullman questioned if performance measures reflect the full breadth of MCEC’s services and maintain focus.

Ms. Magruder requested a motion to approve the FY25 Strategic Plan as presented. Chairman Gill moved the motion. Dr. Vitale seconded the motion. The motion passed unanimously.

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| <i>Chairman Gill – AYE</i> | <i>Ms. Powell – AYE</i> | <i>Director Pinsky – Excused</i> |
| <i>Treasurer Pelletier – AYE</i> | <i>Dr. Williams – Excused</i> | <i>Mr. Ullman – AYE</i> |
| <i>Ms. Norton – Excused</i> | <i>Mr. Vitale – AYE</i> | <i>Dr. Wachsman – AYE</i> |

Ms. Magruder requested adjustments to the agenda; strategically moving the closed session to the end of the meeting.

Election of Officers:

Chairman Gill requested a motion to approve Robert Edwards as Vice Chair and Brittney Powell as Treasurer. Chairman Gill moved the motion. Ms. Pelletier seconded the motion. The motion passed unanimously.

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| <i>Chairman Gill – AYE</i> | <i>Ms. Powell – AYE</i> | <i>Director Pinsky – Excused</i> |
| <i>Treasurer Pelletier – AYE</i> | <i>Dr. Williams – Excused</i> | <i>Mr. Ullman – AYE</i> |
| <i>Ms. Norton – Excused</i> | <i>Mr. Vitale – AYE</i> | <i>Dr. Wachsman – AYE</i> |

Chairman Gill and Ms. Magruder thanked Ms. Powell, Mr. Edwards, and Ms. Pelletier for their dedicated service.

FY 2025 Proposed Budget: Ms. Magruder and Ms. Kolb provided a high-level overview of MCEC and MEIA general expenses, revenue, and a review of FY24 budgeted, projected, and FY25 proposed budget. Dr. Wachsman questioned how the money for C3 Fund is reflected in the FY24 and FY25 budgets. Ms. Magruder noted that grant revenue and expenditures will be tracked by grant and not visible in the operating budget and MCEC will capture what is possible for overhead costs to deliver grant outcomes. Ms. Pelletier inquired about plans to look at the budget in more detail, particularly regarding the continued increase in overhead costs. Ms. Kolb pointed out the cash runway document and the use of existing cash reserves to build up infrastructure. Ms. Magruder requested a motion to table approval of the FY25 Budget until a later time after review with a subcommittee of Board Members.

Ms. Magruder requested a motion to table approval of the FY25 Budget until a later time. Chairman Gill moved the motion. Dr. Vitale seconded the motion. The motion passed unanimously.

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| <i>Chairman Gill – AYE</i> | <i>Ms. Powell – AYE</i> | <i>Director Pinsky – Excused</i> |
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Treasurer Pelletier – AYE
Ms. Norton – Excused

Dr. Williams – Excused
Mr. Vitale – AYE

Mr. Ullman – AYE
Dr. Wachsman – AYE

Ms. Magruder requested to move in to closed session.

Chairman Gill requested a motion to close the meeting at 10:59 AM under the provision or provisions from General Provisions Art. § 3-305(b): (1) “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”; (3) “To consider the acquisition of real property for a public purpose and matters directly related thereto.” Dr. Wachsman moved the motion. Chairman Gill seconded the motion. The motion passed unanimously.

Chairman Gill – AYE

Ms. Powell – AYE

Director Pinsky – Excused

Treasurer Pelletier – AYE

Dr. Williams – Excused

Mr. Ullman – AYE

Ms. Norton – Excused

Mr. Vitale – AYE

Dr. Wachsman – AYE

Ms. Magruder reported on what was discussed in closed session including a change-order payment and contractual matters for Ms. Kolb and compensation and performance awards for Ms. Magruder and Ms. Gillespie.

Adjournment: Ms. Magruder and Chairman Gill requested a motion to adjourn the meeting at 12:30 PM. Dr. Wachsman moved the motion. Ms. Pelletier seconded the motion. The meeting was adjourned by consensus.

Recording of the meeting can be found at: https://bit.ly/MCEC_2023_5-20