

Committee Name:	Executive Committee	Date/time of meeting:	09/12/2022 8:00pm ET
Committee Chair:	Peter Guadagni		
Minutes recorded by:	Carrie Stolar		

Actions Taken:

1. Approved: August 1, 2022 Executive Committee Meeting minutes.

Number of committee members present: 9	Absent: 1	Others present: 0
Committee members present (list all, including chair and vice chair): Peter Guadagni – President; Chris Colburn – VP of Administration; Ed Coates – VP of Local Operations; Robin Smith – VP of Programs; Chris Campbell – VP of Community Services; Carrie Stolar – Secretary; Maria Elias – Legal Counsel, Patty Miller – Immediate Past President; Dawson Hughes – CEO.		
Not Present: Teddy Decker – Treasurer		
Guests: None.		

Minutes

The meeting was called to order at 8:07 pm ET.

1. Agenda review and conflict of interest (Peter): No changes to the agenda or conflicts of interest.
2. Approve August 1, 2022 meeting minutes (Carrie): **MSA to approve the August 1, 2022 meeting minutes.** Discussion: None. **The motion passed unanimously**
3. CEO update (Dawson):
 - a. Financial documents were shared for review prior to the Friday’s BOD meeting.
 - b. Membership is tracking towards 55,500 – 56,000 members for the year.
 - c. Member retention rate this year is over 70% which is higher than normal. The increase is attributed to a strong year-plus membership and member engagement.
 - d. In Dawson’s conversations with members, he has learned that
 - i. Volunteers aren’t aware that they can attend BOD meetings.
 - ii. Volunteers aren’t aware of the volunteer working calendar and the Zoom links for attending meetings.
4. Annual meeting details (Peter/All):
 - a. Chris Colburn will preside over the approval of the standing rules.
 - b. Ed will preside over the approval of the annual reports per the by-laws.
 - c. The EC talked about potential hot topics of the annual meeting.
 - a. The EC discussed the importance of acknowledging and listening to our members’ concerns.
5. Committee restructuring efforts for 2023 (Peter/All) (Please refer to the previously distributed memo): The EC had a robust discussion on changes the BOD seeks in USMS committee structure.
 - a. Committees should focus on how they are benefitting USMS members/what value they bring to the membership.
 - b. The question arose on how individual contributors would be organized/what is the management mechanism?
 - i. Volunteer Services would oversee them.
 - c. The Volunteer Task Force recommended that the LMSC Development Committee become the Volunteer Development Committee.
 - i. The committee description would need to be modified to support this name change.
 - d. The EC talked about the role of the governance committee for USMS in comparison to governance committees for other boards/organizations.
6. The next EC call will be Monday, November 7, 2022 at 8:00 pm ET. The next BOD meeting will be Friday, September 16, 2022 at 8:30 pm ET.

The meeting was adjourned at 9:12 pm ET.

Respectfully Submitted,
Carrie Stolar, Secretary