



Charles Village Community Benefits District
"Keeping Charles Village Safe and Clean"

Board Meeting Minutes
October 27, 2015

Attendees: James Casey, Emilie Drasher, John Fink, Lori Hamai (for Karen Reese), Matthew Herman, Joseph James, Charles Kelly, Jennifer Mielke, Gary Moore, Frank Richardson, Nick Sheridan, David Stahl, Emil Volcheck; with Participating Guest Executive Director David Hill

Guests: Gene Klein and Joshua Zimmerman from HCFL Certified Public Accountants

The CVCBDMA held Quad Elections starting at about 6:40 pm. Balloting closed at 7:00 pm. There was no candidate for Quad 1. Frank Richardson was elected for Quad 2. James Casey was elected for Quad 3. Nick Sheridan was elected for Quad 4.

The Board meeting was called to order at 7:10 pm with quorum.

Mr. Gene Klein and Mr. Joshua Zimmerman from HCFL Certified Public Accountants presented the audit of the CVCBDMA for the fiscal years ending June 30, 2015 and 2014.

The Board entered closed session at 7:40 pm to discuss a personnel matter. The Board returned to open session at 9:03 pm. The following resolutions were adopted during the closed session:

- Because the Executive Committee has the responsibility to carry out Personnel functions for the Board, the Executive Committee has discretion to recommend the salary of the Executive Director within the approved range. If the recommendation is to increase the salary by more than five percent, the Board will review and approve the recommendation. If the recommendation is to increase the salary by less than or equal to five percent, the Executive Committee will submit the recommendation to the Finance Committee for incorporation in the budget, which will be approved by the Board as a whole.
- The Board approves a salary range for the Executive Director Position of \$70,000 to \$105,000 per year, subject to future Social Security Index cost-of-living increases.
- The Executive Committee must annually review the Executive Director salary for cost-of-living increases and raises.
- The Board approves the Executive Committee recommendation to set the salary of the Executive Director at \$90,000 per year retroactive to the beginning of the current fiscal year (starting July 1, 2015).

The Board moved its December meeting one week earlier to December 15 due to holidays.

The Board requested committee chairs to submit their reports in writing.

The meeting adjourned at 9:05 pm.

The Board attendance record is posted at <http://goo.gl/YDAuQY> .