



Executive Committee Meeting Minutes Monday, June 11, 2018 @ 4:00 pm

Executive Committee Members Present: (Chairman) Fred Pezeshkan, (Vice-Chairman) Richard Grant, Jean-Pierre Garnier

Not Present:
None

Others Present:

Tim Durham - Executive Manager of Corporate Business Operations
Jennifer Pellechio – Chief Operating Officer
Jace Kentner – Director, Business & Economic Development Division
Fred Krieger – Volunteer CPA

Quorum Present? Yes

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m.

2. APPROVAL OF MAY 16, 2018 ECONOMIC INCUBATORS INC. EXECUTIVE COMMITTEE MINUTES

A motion was made by Dr. Garnier and seconded by Mr. Grant to approve the May 16, 2018 minutes. The motion passed unanimously.

3. EXECUTIVE DIRECTOR & COO REPORT

a) EII Status Report

1. Good News

Mr. Durham explained collaboration with partners such as SCORE Naples and current members of the accelerator.

2. Marketing Efforts Update

Mr. Durham explained the analytics and the targeted google Adwords campaign.

3. Website Launch

Ms. Pellechio explained that <http://economicincubators.com> is ready for prime time.

Discussion ensued.

4. VIP Event

Ms. Pellechio explained the presentation outline for the event.

4. OLD BUSINESS

a) Clerk/County Reimbursement status

Discussion ensued regarding reimbursement status.

b) Final Conference Room & Meeting Space Rental Rates – Action Item

Ms. Pellechio explained the new rates and how the website will allow for bookings.

Discussion ensued.

A motion was made by Mr. Grant and seconded by Dr. Garnier to approve the Conference Room & Meeting Space Rental Rates. The motion passed unanimously.

c) Sponsorship Fees – Action Item

Ms. Pellechio explained the sponsorship approach and levels of contributions.

Discussion ensued.

A motion was made by Mr. Grant and seconded by Dr. Garnier to approve the Sponsorship Fees. The motion passed unanimously

5. NEW BUSINESS

a. Report from Immokalee Manager

Mr. El was not able to participate, therefore Ms. Pellechio explained that the focus continues on recruitment of new members and educational opportunities, such as the Seminole Tribe.

6. COMMITTEE REPORTS

a. Budget & Finance Committee - Mr. Fred Krieger - Financial Results for May 2018 – Action Item

Mr. Krieger explained the May Financials.

A motion was made by Mr. Pezeshkan and seconded by Dr. Gariner to approve the May Financials. The motion passed unanimously.

Mr. Krieger explained that restricted and unrestricted classifications including donations dollars for use of cash flow must be clarified.

A motion was made by Mr. Grant and seconded by Dr. Gariner to ratify the approval of donation dollars for use not limited to payroll, reimbursement items and other authorized transactions. All funds will be documented and restored when reimbursements are processed. The motion passed unanimously.

- Participant Scorecard – Naples/Immokalee

Mr. Krieger explained the active participants for the month.

Discussion ensued.

- 2019 Draft Budget

Mr. Krieger explained the draft budget and the timeline for review. He reviewed the current forecast.

7. BOARD MEMBERS COMMENTS

Mr. Pezeskhan called a meeting of the Executive Committee including the Budget and Finance Committee for August 1st.

8. ADJOURN

The meeting was adjourned at 5:25 p.m.

A webinar meeting will be held in July, date TBD
Next meeting scheduled for August 15, 2018 @ 8:30 a.m.

Minutes reviewed and approved by Secretary Richard Grant.