

## DCBA EXECUTIVE COMMITTEE MEETING MINUTES



Date: Monday, May 19, 2025

Time: 9:00 am

Place: DCBA Office, 338 Broadway, Chico

### Attendees:

Executive Committee Directors: Greg Scott, Nick Andrews, Shari Anderson, Mary Hartley,

Executive Committee Directors Absence: Nicole Johnston

Staff & Others: Nicole Hill, Allison Boyer

Call to Order – Greg Scott called the meeting to order at 9:05am.

## AGENDA ITEMS DISCUSSED / ACTIONS TAKEN

### 1.0 Organization

- Greg presented Allie with the KPI framework, job description, and clearly defined roles and responsibilities. Allie is reviewing these materials and will develop an action plan for 30-, 60-, and 90-day goals.
- A general overview and recap of Friday's meeting was conducted, including the transition and handoff from Debbie and Audrey. Debbie will conclude her current contract Jun 15. Allie will reach out for additional contract services from Debbie as needed moving forward.
- The large conference table is being removed, and the room is being converted into the GM's office.

**Actions:** The Executive Committee appointed Mary Hartley, Shari Anderson, and Steve Stull as the HR Team to support the GM. Next Executive Committee check-in with GM Meeting is schedule for 6/2/25.

### 5.0 New Business

No other business discussed.

### 6.0 Meeting Adjourn

Meeting adjourned 9:55 am. Next Executive Committee Meeting June 19, 2025.

Respectfully submitted,

Mary Hartley, DCBA Secretary