



**DRAFT**  
**Revenue Diversity Committee Meeting**  
**Tuesday, December 7, 2021**  
**2:00 p.m.**

**MINUTES**

**MEMBERS PRESENT:** Eric Jackson, Mark Brewer, John Gill and Richard Sweat

**MEMBERS ABSENT:** Glen Casel

**STAFF PRESENT:** Pam Nabors, Mimi Coenen, Leo Alvarez, Becca Bides, Lorri Shaban, Sean Masherella, and Kaz Kasal

**GUEST PRESENT:** Peter McAlindon, Justin Harper, David Newman / Blue Orb; Jane Callahan/Dean Mead

Agenda Item	Topic	Action Item / Follow Up Item
1	<b>Welcome</b> Mr. Jackson, Committee Chair, called meeting to order at 2:00 p.m.	
2	<b>Roll Call / Establishment of Quorum</b> Ms. Kasal, Executive Coordinator, reported a quorum present.	
3	<b>Public Comment</b> None offered.	
4	<b>Action Item</b> <u>Approval of Minutes</u> <ul style="list-style-type: none"> <li>Reviewed draft minutes from 8/18/21 Revenue Diversity Ad Hoc Committee Meeting (attachment).</li> </ul>	<b>A motion was made by Mr. Sweat and seconded by Mr. Gill to approve the minutes from the 8/18/21 meeting. Motion passed unanimously.</b>
5	<b>Information / Discussion / Action Items</b> <u>Revenue Diversity Committee Draft Charter</u> <ul style="list-style-type: none"> <li>Reviewed and provided further input to the initial draft of Revenue Diversity Committee Charter (attachment) to include renaming the Committee and aligning its scope to the Committee's expanded mission.</li> </ul> <u>FY 2021-2022 Year-To-Date Results</u> <ul style="list-style-type: none"> <li>Reviewed year-to-date results (attachment).</li> </ul> <u>FY Business Plan – Unrestricted Funds</u> <ul style="list-style-type: none"> <li>Reviewed the three buckets in the Business Plan (attachment). Committee discussed creating a plan for Reserve bucket.</li> </ul>	<i>Staff to include input from Committee and bring Charter back, redlined, to next meeting.</i>  <i>Staff to create plan and suggested cap for Reserve bucket, as well as financial recommendation for 2022-2023 budget for the next meeting.</i>

6	<p><b>Insights</b></p> <p><u>Career Passport - Update</u></p> <ul style="list-style-type: none"> <li>Reviewed updates on Career Passport.</li> </ul> <p><u>Organizational Structure - Update</u></p> <ul style="list-style-type: none"> <li>Reviewed proposed corporate structure options.</li> </ul>	
7	<p><b>Other Business</b></p> <ul style="list-style-type: none"> <li>None offered.</li> </ul>	
8	<p><b>Adjournment</b></p> <p>There being no other business, the meeting was adjourned at 3:50 p.m.</p>	

Respectfully submitted,

Kaz Kasal  
Executive Coordinator