

**Development Committee Meeting Agenda**

**May 13, 2025 | 6PM**

- I. Opening/Call to Order
- II. Attendance & Quorum
  - A. Attendees:
  - B. Absences
  - C. Quorum
- III. Announcements & Recognition
- IV. Discussion Items
  - A. Update: Lance Lucas and Associates
  - B. Update: CoS Search/Interviews
  - C. Update: Office Space and Structure
- V. Public Forum
- VI. Executive Session – None.
- VII. Action Items
  1. Past Action Items
    - a. The committee will revisit the cadence of the meetings once JKW becomes acclimated to the Board.
    - b. GS and JKW will meet to finalize a plan for engaging LLA and developing a clear strategy.
    - c. GS will follow up with headhunting firm to clarify the competitive nature of 20% fee, contract guarantees if the candidate leaves within a specified period and number of candidates for guaranteed selection.
    - d. Develop a clear statement outlining the expectations and responsibilities of a grant writer and provide the board with criteria to gather recommendations for suitable candidates.
  2. New Action Items
- VIII. Next Meeting – **June 10, 2025, 6PM**
- IX. Adjournment