



Executive Team Meeting  
November 2, at 3:00 p.m.  
Virtual TeamsCall  
MINUTES

Executive Team Members Present: Ron Marrone, Gary Mattson , Mike Wolownik

Excused Absent: Gabe Pfefferkorn, Megan Leigh, Rob Roberts Karen Ulanski (ex-officio)

Board Staff Present: Leanne Kehres, Lynn Minor, Katie Givens

Call to order

**Budget Update** – A budget update was provided by Lynn Minor, Fiscal Manager.

**November LWDB Meeting** – A discussion was held regarding the November LWDB meeting and if it would be virtual or in person. The group discussed the ongoing COVID issues and decided to hold the meeting virtually using Microsoft Teams.

**Emporia Lease Extension** – A discussion was held regarding the extension of the Emporia Office Lease with the Lowther Building Fund. The lease was due to end December 2020, and to get it in line with the Program Year Funding cycle, the Executive Director requested an extension to June 30, 2021. A motion was made by Mike Wolownik to extend the lease to June 30, 2021. Motion seconded by Gary Mattson. All votes Aye. Motion carried.

**Monitoring Policy Change** – A discussion was held regarding the request to make a change in the Monitoring Policy. The change would allow the Assistant Executive Director to have 30 days instead of 2 weeks to respond to the Monitor and Chief Elected Officials from the exit conference date. A motion was made by Gary Mattson to change Page 4, paragraph 3 – from “two weeks to thirty days.” Motion seconded by Mike Wolownik. All votes Aye. Motion carried.

**A-133 Audit/KDOC Compliance Audit** – The Executive Director informed the Executive Committee that we were currently being audited by WIFPLI for the required A-133 Audit and by the Kansas Department of Commerce Compliance Unit for the required State Compliance Audit. The results of the audits will be provided once they have been officially completed.

Meeting was adjourned by Chair Ron Marrone.