

Notes

Finance & Development Committee Meeting

Monday 5 October 2020
4:10 to 5:10 pm

Via Teleconference:
<https://meetings.ringcentral.com/j/2047589217>
Meeting ID:
204 758 9217

Video:
<https://meetings.ringcentral.com/personalink.html>
Audio:
+1 (469) 445 0100

- I. CALL TO ORDER: The meeting was called to order at 4:10 pm and the agenda was read into the record.

ROLL CALL:

FINANCE & DEVELOPMENT COMMITTEE				ROLL CALL VOTES		
First Name	Last Name	Present	Absent	Approval of Notes	Recommend to the Bd new interim position	Recommend to the Bd Cmte Leadership Policy
Jeremy	DeBlieux		w/ notice			
Matthew	Emory		X			
Sue	Klein	X		Yes	Yes	Yes
Heidi	Raines	X		Yes	Yes	Yes
Robert	Watters	X		Yes	Yes	Yes

INTRODUCTION OF ATTENDEES:

GUESTS		
First Name	Last Name	Role
Karley	Frankic	Executive Director
Juliet	Laughlin	Commissioner

- II. Public Comment: Anyone who wishes to comment on actionable items must announce their name for the record and indicate the item(s) on which s/he wishes to comment.
- III. Approval of previous meeting notes
Mr. Watters moved to approve the pervious meeting notes. Ms. Klein seconded the motion and the previous meeting notes were approved.
- IV. Discussion of Interim Operations Manager Job Description
The committee discussed the desire expressed by the volunteer coordinator of the SPPP to relinquish his tasks as well as the many funding scenarios possible for keeping supplemental patrols running in the French Quarter. A job description for an interim staff member that will work under the Executive Director to relieve the volunteer coordinator, assist in the transition to a new organizational structure, be the primary contact for the agency with said new organizational structure, and manage programs under the direction of the Executive Director was drafted. Ms. Klein moved to **recommend to the Board of Commissioners to consider a job posting, *attached*, for an Interim Deputy Director position**. Mr. Watters seconded the motion, and it was approved.
- V. Discussion of Public Comment Policy
The intent of public comment policy is to assure that the public has an opportunity for fair and equitable participation in board and committee meetings especially in these times of virtual meetings. The Executive Director shall include examples of other

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agencies' public comment policies to the Board of Commissioners in the next meeting packet so Commissioners are notified and informed of the opportunity to help craft a public comment policy in next month's committee meeting.

VI. Discussion of Committee Overview Guidance

Ms. Klein made the motion that **the committee recommend to the Board of Commissioners create a policy that all committees shall have a Chair and Vice Chair with both business and residential representation. The Committee Vice-Chair shall perform the roll of the Committee Chair when they are not available to perform their duties. The Committee Vice-Chair will be invited to significant external meetings of the Committee Chair for parity in representation. Commissioners shall be able to hold one committee leadership seat, whether Chair or Vice-Chair.** Mr. Watters seconded the motion, and it was approved.

VII. New Business

No new business was discussed.

VIII. Next meeting date

The next regularly scheduled meeting is November 2nd

IX. Adjournment

Ms. Klein moved the adjourn the meeting. Mr. Watters seconded the motion, and the meeting was adjourned at 5:43 pm.