

Executive Committee Meeting

Wednesday, November 2, 2016

3:00 p.m.

MINUTES

MEMBERS PRESENT: Eric Jackson, Greg Beliveau, Robert Brown, Leland Madsen, Joseph Sarnovsky, Richard Sweat and Eric Ushkowitz

MEMBERS ABSENT: Diana Bolivar, Wendy Brandon, Debbie Clements and Jody Sweet

STAFF PRESENT: Pam Nabors, Leo Alvarez, and Kaz Kasal

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Brown called the meeting to order at 3:04 am and welcomed those in attendance.	
2	Roll Call / Establishment of Quorum Ms. Kasal reported that there was a quorum present.	
3	Public Comment None offered.	
5	Information/Discussion Items	
	CEO Salary Discussion Mr. Brown stated that this agenda item will be deferred to the 12/7/16 Executive Committee Meeting. Selection of Furniture Vendor for new CSCF Office Mr. Alvarez referred to the memo on the furniture vendor selection for the new CSCF office (attachment) and reviewed the process and timeline of the furniture procurement. Two proposals were received which were evaluated by a review team comprised of five staff. Based on this evaluation, CSCF is recommending Beaux Arts Group as the vendor of choice. Beaux Arts Group's bid was well below the targeted budget and the quality of their furniture and delivery & installation timeline aligns with CSCF expectations.	Mr. Beliveau made a motion to approve the selection of Beaux Arts Group as the furniture vendor for the CSCF new office. Dr. Sarnovsky seconded; motion passed.
	Other Business None offered.	
6	Adjournment There being no other business, the meeting was adjourned at 3:14 p.m.	

Respectfully submitted,

Kaz Kasal
Executive Coordinator