

**MANSFIELD DOWNTOWN PARTNERSHIP
EXECUTIVE COMMITTEE
VIRTUAL SPECIAL MEETING
Tuesday, March 5, 2024**

4:00 PM

DRAFT MINUTES

Members Present: Chair Kyle Muncy, Frank Gifford, Toni Moran, Cara Workman

Members Absent: Sean Vasington

Board Members Present: Ryan Aylesworth

Staff: Cynthia van Zelm

1. Call to Order

Chair Kyle Muncy called the meeting to order at 4:05 PM.

2. Approval of September 7, 2023 Minutes (attached)

Cara Workman MOVED to approve the September 7, 2023 Minutes. Toni Moran SECONDED. The motion PASSED unanimously and the Minutes were approved.

Mr. Muncy MOVED to move into Executive Session according to CGS §1-200 (6) (A) for the purpose of discussing the Temporary Staffing Model and Next Steps. Frank Gifford SECONDED. The motion PASSED unanimously and the Committee entered Executive Session at 4:06 PM.

3. Executive Session – Personnel in accordance with CGS §1-200 (6) (A),
Discussion of Temporary Staffing Model and Next Steps

Present: Mr. Muncy, Mr. Gifford, Ms. Moran, Ms. Workman

Board Member: Ryan Aylesworth

Partnership Staff: Cynthia van Zelm

The Committee came out of Executive Session at 4:35 PM.

4. Adjourn

Ms. Moran MOVED that the Committee recommend motions to the Board to increase Senior Communications Manager Kathleen Paterson's pay by 10% for up to an initial six months, and increase Administrative Assistant Rosemary Watson's hours from 19 to 25 hours for up to an initial two months. Mr. Gifford SECONDED. The motion PASSED unanimously.

The meeting adjourned at 4:37 PM.

Minutes respectfully submitted by
Rosemary Watson
Administrative Assistant
Mansfield Downtown Partnership