



GOVERNANCE COMMITTEE
VIRTUAL MEETING
Monday, July 28, 2025
4:00 PM

DRAFT MINUTES

Members present: Kyle Muncy, Ron Schurin

Staff present: Steve Ferrigno

1. Call to Order

Chair Kyle Muncy called the meeting to order at 4:02 PM.

2. Public Comment

There was no public comment.

3. Approval of October 28th, 2024 Minutes

Ron Schurin moved to approve the minutes of October 28, 2024. Mr. Muncy seconded. The motion passed unanimously and the minutes were approved.

4. Debrief on Annual Meeting

Steve Ferrigno said that Huskies Restaurant and Bar did an excellent job hosting the Annual Meeting event. He expressed a desire to grow the event and encourage greater attendance next year. Mr. Muncy suggested altering the usual date and time of the annual meeting to better accommodate members' work and vacation schedules. Mr. Schurin and Mr. Muncy discussed a more social model for the meeting and explored options for inviting more UConn leadership. The Committee explored the idea of a holiday reception business social.

5. Nominate, orient, evaluate and engage Board members

a) Action Item 1: Orientation of new Board members

The Committee planned orientation for the new Board members.

b) Action Item 2: Pipeline of future board members

Mr. Muncy expressed a desire to see more members of the board who are parents of school aged children or involved in education in town. The Committee discussed the involvement of Board members and the time and labor commitment involved with serving on the Board.



Members also discussed the Town Council representatives to the Board and the upcoming elections of Town Councilors. Additionally, Mr. Muncy spoke to involvement from UConn stakeholders within the Partnership.

6. Nominate, orient, evaluate and engage committee members

a) Action Item 3: Committee lists attached - review and reappoint

The Committee reviewed the makeup of each of the Mansfield Downtown Partnership committees and working groups.

7. Monitor the charges and work of committees, task forces, other board appointed groups

a) Executive Committee

Members discussed filling seats on the Executive Committee. They also explored future bylaws changes related to committee membership and quorum requirements.

b) Finance & Growth Committee

Mr. Ferrigno and Mr. Schurin also discussed the Finance and Growth Committee and future plans for an investment strategy for the Downtown Partnership.

c) Governance Committee

Mr. Muncy suggested that the Student Representatives to the Board serve on the Governance Committee. Mr. Ferrigno also discussed committee placement for Dwight Codr, the newly appointed chair of the Economic Development Commission.

d) Festival Committee

The Committee discussed terms of Board members and those members serving on committees. Mr. Ferrigno elaborated on the requirements for serving on an MDP committee.

e) Public Spaces Working Group

Mr. Ferrigno said that the Public Spaces working group is planning for the outdoor dining micro grant program.

8. Review By-Laws periodically to reflect changes in practice

The Committee discussed future By-Laws changes to ensure smooth operation in the Partnership office and reflect new practices in management.

Mr. Schurin moved to recommend two changes to the By-Laws correcting a typo and updating record keeping practices. Mr. Muncy seconded. The motion passed unanimously.

The Committee discussed student representatives to the Board of Directors from UConn and possibly E.O. Smith High School.



Mr. Schurin moved to adjourn the meeting. Mr. Muncy seconded. The motion passed unanimously and the meeting was adjourned at 4:40 PM.

Minutes respectfully submitted by
Rosemary Watson
Administrative Assistant
Mansfield Downtown Partnership