



**Revised Agenda
Board of Directors Meeting**

November 18, 2021, 7:30 a.m.

VIA ZOOM

Join Zoom Meeting

<https://us02web.zoom.us/j/86027871168?pwd=YXk3dUFxb2lwYjFsV21wTGdIK1JNdz09>

Meeting ID: 860 2787 1168

Passcode: 665478

One tap mobile

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AGENDA

Meeting Called by: Susan Prince

1. Call to Order, Welcome and Remarks Susan Prince
 - a. Reminder to turn in Conflict Policy acknowledgement
 - b. Update on Holiday Party information

2. Operational Items
 - a. **Action: Approval of Minutes** Susan Prince
 - i. Minutes October 28, 2021
 - b. **Action: Adopt Record Retention Policy** Cindy Rivarde
 - c. **Action: Lease Renewal** Cindy Rivarde
 - d. Treasurer's Report Todd Pearson/Rhonda Devan (Vault)

3. CEO Report..... Cindy Rivarde
 - a. Economic Development Cindy Rivarde/Richelle Wilson
 - b. MWBC Cindy Rivarde/Morgan Wortham

4. Presentations
 - a. NIH/NCI presentation on tech transfer program . Michael Salgaller, Jay Kline, and Joseph Conrad

5. Strategic Items
 - a. Workforce Education Committee..... Dr. Kim Kelley
 - b. Nominating Committee..... Susan Prince
 - c. Incentive Committee..... Dan Mallon
 - d. Marketing Committee Becky Briggs

6. Brief Partner Updates:
 - a. Rockville Chamber of Commerce..... Marji Graf
 - b. City of Rockville..... Mayor Newton, Rob DiSpirito
 - c. Montgomery County EDC Bill Tompkins

d. Maryland Department of Commerce Carla Merritt

Upcoming Important Dates:

Holiday Party Wednesday, December 8, 5:00 pm

Executive Committee Meeting Tuesday, January 11, 4:30 pm

Finance Committee Meeting Tuesday, January 11, 5:30 pm

REDI Board Meeting Thursday January 27, 7:30 am