



**ROCKVILLE ECONOMIC DEVELOPMENT, INC.
EXECUTIVE COMMITTEE
MINUTES**

October 11, 2022, 4:30 p.m.
VIA Zoom Meeting

Committee Attendees: Susan Prince, Todd Pearson, Bridget Donnell Newton

Absent: Nancy Regelin

Staff: Cindy Rivarde

1. CEO
 - a. The Committee reviewed the proposed budget request and agreed with submittal to the City. This included an increase in operational costs with minor salary adjustments as well as proposals to address support for retail and restaurant businesses in Rockville.
 - b. Ms. Rivarde reported that the hiring committee decided upon 2 finalists that were presented to the SBA and have been approved to move forward. The top candidate has a higher salary requirement of \$110,000. The committee agreed with the strategy to extend an offer and to adjust staff salaries accordingly, which is a modest budget change. In addition, Mr. Pearson will inquire of his contacts about the selected candidate. Ms. Prince had a discussion to ensure that proper procedure has been followed in hiring.
 - c. The committee suggested that the 25th celebration of REDI be combined with the holiday party and celebrated, if possible, at Glenview Mansion on December 7th. Ms. Rivarde will reach out to Rec and Parks to see if use of the Mansion can be obtained. Development of an invitation list will include elected officials, business leaders, board members, former board members, and others who have participated with REDI over the years. Also, an appreciation event for MWBC funders is planned at the REDI office for November 9th. The Art Connection in the Capital Region will be providing artwork in the office - and that art will be given to area non-profits.
 - d. Upcoming events at the Bowie BIC are being scheduled: On October 13, they are hosting the Maryland Secretary of Small, Women, and Minority Business, and they are still working on a ribbon cutting with Senator Ben Cardin's office. Events with Version are expected to be held on October 18, 19, and 27 in each of the Counties served by MWBC.
2. Board Business
 - a. The Committee discussed the recent appointment and reappointment of Board Members and noted that any reappointment requests will be made annually. It was agreed that going forward, the Board Chair must meet with prospective Board Members prior to moving them forward to the full Board for vote.
 - b. Draft Agenda for October Board meeting. The meeting will be hybrid. Anne Khademian from USG will be presenting and SnyderCohen will present the FY22 audit.
 - c. The Committee decided not to hold a meeting on November 8th, as it is election day.

Next Meeting December 13, 2022, 4:30 p.m., Via Zoom.