

**MANSFIELD DOWNTOWN PARTNERSHIP
NOMINATING COMMITTEE
SPECIAL MEETING
Thursday, March 3, 2016**

**Mansfield Town Hall
Conference Room C**

3:00 PM

MINUTES

Present: Committee Chair Philip Lodewick, Steve Bacon, Honey Birkenruth, Betsy Paterson

Guest: Board member Tom Callahan

Staff: Cynthia van Zelm, John Zaccaro (Partnership attorney)

1. Call to Order

Philip Lodewick called the meeting to order at 3:00 pm.

2. Approval of Minutes from April 2, 2015

Steve Bacon made a motion to approve the minutes of April 5, 2015. The motion was seconded by Betsy Paterson. The minutes were approved.

3. Review of timing vis a vis Strategic Plan

Cynthia van Zelm said that the Partnership's Strategic Plan is likely to not be completed until the fall. The Partnership Bylaws require an annual meeting to be held in June and Partnership attorney John Zaccaro advises that Board terms that expire on June 30 be filled at a June annual meeting. A second annual meeting can be held after the strategic planning process is complete to update the membership and make any needed Bylaws changes.

4. Solicitation of New Board Members

Mr. Lodewick indicated that it is likely that he will step off the Board after serving as its President since 2001. He will confirm with UConn. The Committee discussed filling the President position.

Ms. van Zelm said that Mona Friedland and Steve Rogers will also step off the Board in July.

There was discussion of how the Board structure may change given the new mission of the Board, including the expansion of non-designated Board positions.

Honey Birkenruth will pursue a potential new Board member to be put up for election.

The Mansfield Business and Professional Association (MBPA) and UConn will need to appoint new Board members for a three year term.

Mr. Bacon will talk to Mr. Rogers about the MBPA position.

5. Discussion of Committee Chairs

With Mr. Lodewick and Mr. Rogers' completion of their terms there will be committee chair positions open for the Nominating and Business Development and Retention Committees.

Mr. Callahan said it may make sense for the Bylaws to be changed to not require a committee chair to be a Board member.

6. Annual Meeting

The date of the Annual Meeting needs to be determined at the next meeting.

Ms. van Zelm will work with Board members on a celebration for Mr. Lodewick.

7. Adjourn

The meeting adjourned at 3:57 pm.

Minutes taken by Cynthia van Zelm