



**MINUTES**  
**FVWDB Executive Committee Meeting**  
2:30 pm Thursday, September 21, 2023  
Via Zoom

**Members Present:** Dale Walker, Sarah Pantol, Jo Ann Hall, and Brian Kaminske.

**Members Excused:** Laura Biehn, and John Jarvis (Ex-Officio).

**Others Present:** Lisa Piikkila – Coalesce, and Anthony Snyder – FVWDB.

**Meeting Call to Order:** In the absence of the Chair, Vice-Chair Walker called the Executive Committee to order at 2:34 pm.

**Approval of Meeting Agenda (Action Item):** Mr. Walker introduced the Executive Committee agenda.  
**Motion by Ms. Pantol and seconded by Ms. Hall to approve the agenda as presented; motion carried.**

**Approval of Meeting Minutes (Action Item):** Mr. Walker presented the meeting minutes from the 6/15/23 FVWDB Board of Directors meeting. **Motion was made by Mr. Kaminske, and seconded by Ms. Pantol, to approve the minutes from the 6/14/23 Board of Director Meeting as presented; motion carried.**

**Board Updates from the CEO:** Mr. Snyder updated the Executive Committee on Board activities since the last meeting, shared preliminary results from our September 2023 Wisconsin Department of Workforce Development (DWD) monitoring, the progress of our annual fiscal audit and our recent Oshkosh Area Employment Fair. In addition, Lisa Piikkila, owner and creative director Coalesce reviewed the progress of our new brand refresh and welcome input from the Board’s leadership.

**Approval of Program Year 2023 Budget (Action Item):** Mr. Snyder reviewed the strategy around this year’s proposed budget, including CEO contract renewal and raises for all staff retroactive back to July 1, a three-year contract with TRANSFR for VR headset use, a memorandum of understanding with ADVOCAP to use Worker Advancement Initiative funds to purchase equipment for a day care incubator and a significant increase to the cost of our annual audit with Wegner CPAs. **Motion was made by Ms. Hall, and seconded by Mr. Kaminske to adopt this updated budget and all items included as part of said budget; motion carried**

**Adjournment:** The meeting was adjourned at 3:37 pm.

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