

## **LEARN Executive Committee Meeting Summary**

LEARN 44 Hatchedts Hill Road

Old Lyme, CT 06371

October 28, 2016

Called to order 8:30

Present: Craig Esposito, Stonington; Christopher Goff, East Hampton; Rita Volkman, Groton; Tim Hagen, East Lyme, Eileen Howley, Executive Director

Guests: Nikoleta McTigue, Blum Shapiro; LEARN CFO, Lynn Nenni; LEARN Business office staff Michelle Duthrie, Erica Robb

### 1.0 Presentation of the Draft Audit by Blum Shapiro, Nikoleta McTigue

Audit by Blum Shapiro, Nikoleta McTigue of Blum Shapiro presented the preliminary results of the audit of audit. She shared draft financial statements and presented a summary of the audit objectives and reporting, audit and financial highlights, single audits, a management advisory letter, and discussed required auditor communications. The audit will be presented to the full board at its November agenda.

### 2.0 Review November Agenda

The committee reviewed and accepted the agenda as presented with one minor change.

### 3.0 Proposed Executive Committee Meeting dates 2017-2018

The proposed dates were accepted as presented.

### 4.0 Proposed Board of Directors meeting dates 2017-2018

The proposed dates were accepted as presented

### 5.0 Review of the Draft Executive Director's Goals 2016-2017

The committee reviewed the Executive Director's newly revised goal structure, based on their input from the previous discussion. The committee asked that the draft be shared with the full board to help them to understand their role/responsibilities regarding evaluation of the Executive Director.

The meeting adjourned at 10:00 Unanimous (Esposito; Goff)