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**Community Development Finance Authority
Executive Committee Meeting**

**CDFA
14 Dixon Avenue, Suite 102
Concord, NH 03301
and**

Webex Videoconferencing Meeting due to COVID-19 Pandemic Emergency

**September 15, 2020
9:50 AM**

CDFA EXECUTIVE COMMITTEE PRESENT: John Manning, *Chair*, Mary Ann Kristiansen, *Vice Chair*, and Debbie Morin, *Secretary/Treasurer*.

CDFA EXECUTIVE COMMITTEE PARTICIPATING VIA WEBEX TELECONFERENCING: Mike Clafin and Robert Tourigny

STAFF: Katherine Easterly Martey, *Executive Director*.

Mr. Manning opened the meeting at 9:50 AM and noted a quorum was present.

Mr. Manning stated the meeting is being held in videoconferencing format due to the ongoing public health crisis and emergency related to the COVID-19 pandemic. Some Directors are participating in the meeting from remote locations. Any and all action will require roll call votes.

Mr. Manning stated there were no announcements or members of the public in attendance. There was no public comment.

Motion – 9:53 AM

Ms. Kristiansen moved to accept the meeting agenda as presented. Mr. Clafin seconded. Mr. Manning called for a roll call vote.

- Mr. Manning – yes
- Ms. Kristiansen – yes
- Mr. Clafin – yes

The motion carried by a unanimous vote of the Committee.

Mr. Tourigny joined the meeting at 9:54 AM.

A. August 11, 2020 Executive Committee Minutes

Mr. Manning called for questions or comments on the August 11, 2020 minutes.

Motion – 9:54 AM

There being no questions or comments, Ms. Kristiansen moved to approve the Executive Committee minutes, as presented. Mr. Clafin seconded. Mr. Manning called for roll call vote.

- Mr. Manning – yes
- Ms. Kristiansen – yes
- Mr. Clafin – yes
- Mr. Tourigny – yes

The motion carried by a unanimous vote of the Committee.

B. Executive Director Performance Review

Nonpublic Session – 9:55 AM

Mr. Manning stated the Committee requested to enter nonpublic session to further discuss the performance review of the Executive Director.

Mr. Manning stated the Committee requested to enter nonpublic session under **RSA 91-A:3, Paragraph II, Section (a) – dismissal, promotion, or compensation of any public employee.**

Motion – 9:55 AM

Ms. Kristiansen moved to enter nonpublic session under RSA 91-A:3, Paragraph II, Section (c). Mr. Clafin seconded. Mr. Manning called for roll call vote.

Mr. Manning – Yes
Ms. Kristiansen – Yes
Mr. Clafin – Yes
Mr. Tourigny – Yes

The motion carried by a unanimous vote of the Committee.

Ms. Easterly Martey and Ms. Morin left the meeting at 9:55 AM.

Public Session Resumed at 10:03 AM.

Ms. Easterly Martey and Ms. Morin returned to the meeting at 10:03 AM.

C. Adjourn

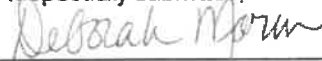
Motion – 10:04 AM

There being no further business before the Committee, Mr. Clafin moved to adjourn the meeting. Mr. Tourigny seconded. Mr. Manning called for roll call vote.

- Mr. Manning – yes
- Ms. Kristiansen – yes
- Mr. Clafin – yes
- Mr. Tourigny – yes

The motion carried by a unanimous vote of the Committee.

Respectfully submitted,



Debbie Morin, Secretary/Treasurer, Board of Directors
Chief Financial Officer



John Manning, Chair
CDFA Board of Directors