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**Community Development Finance Authority
Executive Committee Meeting**

**Second Start
17 Knight Street
Concord, NH 03301**

**February 14th, 2023
9:30 AM**

CDFA EXECUTIVE COMMITTEE PRESENT: Cynthia Harrington, *Board Chair*, John Manning; Secretary/Treasurer; Mary Ann Kristiansen.

STAFF: Katherine Easterly Martey, *Executive Director*, Ian Hart, *Chief Financial Officer*.

Ms. Harrington opened the meeting at 9:38 AM and stated there were no announcements.

Ms. Harrington called for a motion to approve the agenda, as presented.

Motion – 8:40 AM

Mr. Manning moved to approve the meeting agenda, as presented, Ms. Kristiansen seconded, and the motion carried by a unanimous vote of the Committee.

There were no members of the public present.

Ms. Easterly Martey noted that the Executive Committee had not met since before the start of the pandemic. It is being reconvened to tackle issues that are of importance to the organization, but beyond the time allowed in the normal board meeting. The Executive Committee will meet quarterly.

A. Discussion Items

Living Strategic Plan Update 8:45 AM

Ms. Easterly Martey briefed the Committee on the Living Strategic Plan Update. It was suggested that the Living Strategic Plan be an ongoing discussion item for the Executive Committee, with any amendments adopted annually. The Update is expected to be submitted for review and approval at the March Board meeting. Updating CDFA's Vision is not part of the scope of the Update. The Committee suggested that the Board should work to help define CDFA's vision in April or May.

Personnel Updates 8:55 AM

Ms. Easterly Martey updated the Executive Committee on new hires, as well as the anticipated recruitments for the new Community Center Improvement Program.

B. Adjourn – 10:03 AM

Ms. Kristiansen moved to adjourn the meeting, and Mr. Manning seconded. The motion carried by a unanimous vote of the Committee.

Ian Hart

Ian Hart, CFO

Cynthia Harrington

Cynthia Harrington, Chair