



**Executive Committee  
NHCDFA Office  
14 Dixon Ave  
Concord, NH 03307**

**MINUTES**  
April 14, 2026  
11:30 – 12:30 PM

CDFA EXECUTIVE COMMITTEE PRESENT: Benjamin Gaetjens-Oleson, *Chair*; Diane Fitzpatrick, Peter Rayno, Cynthia Harrington.

STAFF: Katherine Easterly Martey, *Executive Director*.

GUESTS: Gary Romano, Romano Associates

Mr. Gaetjens-Oleson opened the meeting at 11:34 AM and stated there were no announcements. He called for public comment. None was offered.

**A. Agenda**

Mr. Gaetjens-Oleson reviewed the meeting agenda. No changes were requested. He called for a motion to approve the agenda, as presented.

**Motion – 11:35 PM**

Ms. Harrington moved to approve the meeting agenda, Ms. Fitzpatrick seconded, and the motion carried by a unanimous vote of the Committee.

**B. January 4, 2026 Committee Minutes**

Mr. Gaetjens-Oleson called for a motion to approve the Executive Committee from January 4, 2026.

**Motion – 11:38 PM**

Ms. Fitzpatrick moved to approve the minutes, as presented, Ms. Harrington seconded, and the motion carried by a vote of three yeas and one abstention from Mr. Rayno as he was not present at the last meeting.

**C. Discussion Items - Findings of the Organizational Assessment**

Ms. Easterly Martey introduced Gary Romano of Romano Associates who was hired by CDFA to complete an organizational assessment.

Gary provided the Executive Committee received a summary of the Senior Leadership Capacity Assessment which was conducted between January and March 2026. The assessment found that CDFA has experienced significant growth and success under the Executive Director's leadership, evolving into a trusted statewide institution with strong staff commitment, mission clarity, and an enhanced external reputation.

The assessment also identified that organizational growth has outpaced CDFA's current operating model, resulting in overconcentration of decision-making at the executive level, limited formalized systems and

documentation, and gaps in internal leadership capacity. These findings were characterized as a natural outcome of rapid growth (“success stress”) rather than management deficiencies, and the assessment frames the organization as being at a strategic decision point focused on how to scale effectively.

The Executive Committee discussion the findings of the organizational assessment.

**Motion – 12:29 PM**

**Adjournment – 12:30 PM**

Ms. Harrington moved to adjourn the meeting, and Ms. Fitzpatrick seconded. The motion carried by a unanimous vote of the Committee.



Katherine Easterly Martey, Executive Director



Benjamin Gaetjens-Oleson, Chair  
CDFA Executive Committee