

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Meeting Minutes 5/17/2024 @ 10:00am
Via Zoom**

Board of Directors in Attendance: President & Commissioner Charles Crosby III (Sagadahoc County); Commissioner Jim Cloutier (Cumberland County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County); Carrie Murphy (CCWB Chair); Peter Russell (CCWB Vice Chair)

Others in Attendance: CCWI Executive Director Antoinette Mancusi; CCWI Executive Assistant Valerie Odams

Board of Directors Absent: Commissioner Rick Parent (Knox County); Commissioner Richard Clark (York County); Commissioner Mary Trescot (Lincoln County); Lydia Sy (Past CCWB Chair)

I. Welcome/Call to Order/Introductions – Review/Revise Agenda

A. President & Commissioner Charles Crosby III (Sagadahoc County) began the meeting at 10:14am and called attendance. It was determined that a quorum was present.

II. Minutes from May 3, 2024

VOTE: Consideration of Action to approve the Meeting minutes from May 3, 2024.

Motion: Jim Cloutier Second: Betty Johnson Vote: All in Favor

III. CCWB Membership

The BOD was given a roster of current CCWB members and their term expirations. Jonathan DaSilva’s term is up for renewal on 5/7/24 and she would like to renew his membership.

VOTE: Consideration of Action to approve the renewal of Jonathan DaSilva to the CCWB.

Motion: Jim Cloutier Second: Betty Johnson Vote: All in Favor

IV. Move to Executive Session

Pursuant to Title 1, Chapter 13, Subchapter 1, 405.6.A regarding an employment/personnel matter.

VOTE: To go into Executive Session.

Motion: Betty Johnson Second: Jim Cloutier Vote: All in Favor

VOTE: To come out of Executive Session.

Motion: Betty Johnson

Second: Jim Cloutier

Vote: All in Favor

Results of Executive Session: The Board of Directors discussed the annual review of the Executive Director's performance. It was decided to award her a 5% increase in salary.

VOTE: Consideration of Action to approve a 5% increase to the ED's salary based on her annual review.

Motion: Jim Cloutier

Second: Betty Johnson

Vote: All in Favor

Adjourn

VOTE: To adjourn the meeting at 10:31am

Motion: Jim Cloutier

Second: Betty Johnson

Vote: All in Favor

Respectfully Submitted,



Valerie Odams
CCWI Executive Assistant

Approved