

**Webster Community Coalition for Economic Development  
Meeting Minutes from January 9, 2014**

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**PRESENT:**

Adele Bovard, Ann Carmody, Carmen Gumina, Tom Spoonhower, Ann Kowal, Ron Nesbitt, Tom Smith, Pat Murray, Tim Mason, John Cahill, Darrell Byerts, Chris Passero, Greg Chambery, Michael Wojcik, Matt Chatfield, Glenn Cooke, Robyn Whittaker.

Adele Bovard welcomed everyone to the meeting and initiated a round of introductions. She also reflected on the progress that WCCED has made over the past 6 years and noted that exciting times are ahead for the organization with new members and a new staff person. She then expressed appreciation for the support that she and WCCED have received from the membership and the community.

**Approval of Minutes:** Minutes from the meeting held on November 7, 2013 were reviewed with no changes. Approval of the minutes – moved by John Cahill; seconded by Ann Carmody – all approved.

**Financial Report:** Tom Spoonhower provided the Board with a financial report as of the end of December, 2013. The organization is solvent and expects a carry-over of about \$11,000 into 2014.

**Staff Activity Report:** Glenn Cooke provided his final Activity Report which covered the period of November and December 2013.

**Report from Staff Selection Committee:** On behalf of the Staff Selection Committee, Carmen Gumina provided a review of the recruitment process and noted that a number of outstanding candidates were considered for the open position. After a series of interviews, the Committee has made a decision and is recommending the appointment of Mr. Matt Chatfield to the position of Economic Development Specialist.

**Appointment of Economic Development Coordinator:** After a brief discussion of Mr. Chatfield's outstanding credentials, a motion to appoint him to the position of Economic Development Specialist was made by John Cahill and a second to the motion was made by Ann Carmody. Motion approved unanimously.

**Meeting Adjourned:** President Bovard adjourned the meeting at 11:35 a.m.

**Next Meeting:** Thursday, February 6, 2014 – 7:30 A.M. / Webster Chamber Offices

Respectfully submitted,

*John Cahill*

Secretary, WCCED  
JJC/dmc