

Serve Idaho Executive Committee Meeting Minutes

January 3, 2024

2:30 – 3:30 pm (MT)

Via Zoom or

In Person at 317 W. Main St., Boise, ID 83735 – 3 West Conference Room

Meeting Called to Order at: 2:32 p.m.

In attendance:

- Amanda Gardner
- April Durrant (Farhana served as her proxy)
- Charlette Kremer
- Dylan Davids
- Farhana Hibbert
- ~~— Heather Uhi~~
- ~~— Jani Revier~~
- Katie Mathias
- Kimber Russell
- Kristi Keeler
- Renee Bade

Opening Question

Motion to Approve January 3, 2024, Executive Committee Meeting Agenda:

Motion: Katie Mathias

Second: Farhana Hibbert

Motion carried unanimously.

Motion to Approve September 26, 2023, Executive Committee Meeting Minutes:

Motion: Kristi Keeler

Second: Katie Mathias

Motion Carried unanimously.

Motion to Approve January 18, 2024, Commission Meeting Agenda with the addition of Dylan Davids to Committee Report Outs

Motion: Farhana Hibbert

Second: Kristi Keeler

Motion carried unanimously.

Chair Charlette Kremer provided an overview of the **purpose** of the Executive Committee meetings and roles and expectations of commission leadership. Executive committee meetings utilize strategies for

accountability. They are a great opportunity to discuss items in greater detail as well as prepping us for the upcoming commission meeting.

Roles and expectations: Come prepared with issues you want to discuss from committee, participate, preview items in advance of meetings, quarterly meetings, need our talent to serve the commission and accomplish goals. Be prepared with talking points – share with Char & Renee in advance to be added to the agenda. All committees have updated their SOPs and they are on Basecamp. Review these and share with committee members as a refresher and there may also be new members on committee. State Service Plan is a great way to learn more and help us meet the challenges that we identified earlier. Amanda Gardner would be happy to help with this.

Discussion: What committee would like to lead the bi-annual volunteer activities? Outreach committee could send out an email two months in advance of commission meeting asking for volunteer activity ideas. This should not fall on the key four members in leadership or staff to do. Should be managed by Outreach committee. Ask at end of community presentations given to identify volunteer needs by those in attendance.

Motion to adjourn: Katie Mathias
Second: Farhana Hibbert
Motion carried unanimously.

Adjourned at 3:30 p.m.

Minutes submitted by Kristi Keeler