



# EXECUTIVE COMMITTEE MEETING MINUTES

**Minutes of the  
Executive Committee Meeting  
Tuesday, May 13, 2025  
3:30 pm - 5:30 pm  
In-person/virtual Meeting**

Attendees: Members of the Committee					
Martha Rozman	X	Roger Lipitz	X	William Lutz	X
Dr. Bruce Mousa		Denise Murphy	X	Stephanie Lucarelli	X
Stephanie Viviano	X				

Attendees: Staff & Guest					
Natalia Harding	x				

## Finance & Budget Updates

### Roger Lipitz

- The budget is very similar to last year's, except for salaries. A breakeven budget.
- Fundraising for next year is above what we did this year.
- The salary will increase June 1st rather than July 1<sup>st</sup>.
- The endowment money will be automatically transferred to the Community Foundation.

## President's Report

### Stephanie Viviano

- Presented the proposed organizational chart for FY 2026. The main change is that the Director of the Educator Programs, Director of Student Program and the new position for Director Volunteer & Community Engagement, suggested by Martha, will report directly to the CEO.
- Student Programs director, Kristin Carolan, will be promoted to Sr. Director.
- Each department is currently working on their annual plans, key performances, etc.
- Finance, Administration and Operations will be combined under SV. Continue outsourcing IT and start outsourcing HR to manage payroll, benefits, etc.
- Budgeted a Golden Apple Gala, if we decide to do it.
- Budgeted a Strategic Consulting Firm, if necessary.
- Summary of all the FY 2025 events.
- The hiring process for vacant positions will begin immediately.
- Temporarily subcontracting Abby Fuller to replace Dani Henderson.
- The new budget was approved by the Finance Committee.

Motion by Roger L. Approved by Bill L. Passed.



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### **CEO Search**

#### **Stephanie Lucarelli**

- The Search Committee for the recruitment of the CEO was formed, managing different hiring options.
- Staff will be surveyed on the CEO's qualities.
- Three people have expressed interest.

### **Chairman's Report**

#### **Martha Rozman**

- Martha asked Stephanie V. to explain the proposed and approved compensation increase with 4% COLA.
- Presented a new slate of BOD. Stephanie Lucarelli recommended a Suncoast representative to serve on the Board.
- A new Board Member Agreement made by the Board Development Committee was reviewed and approved at the last meeting.
- Strategic planning on hold until the next fiscal year.
- Discussed the topics to be included on the Board meeting agenda and the consent agenda.
- Cancellation of next Executive-Finance meeting and BOD meeting.
- Next step: filling in the positions discussed. Work with the new HR firm to begin interviewing for the CEO position.

Motion by Roger L. Passed.

### **Adjournment**

- An Executive Session followed.