



PROGRAM, FINANCE & PERSONNEL COMMITTEE MEETING MINUTES

6:45 PM; Thursday, May 3, 2012; CCRPA Offices, 225 N. Main St., Bristol, CT

1. Call to order - the meeting was called to order at approximately 6:45 PM with the following members in attendance, except as otherwise noted:

Berlin -	Bart Bovee - noted absence	Plainville -	James Cassidy - noted absence
Bristol -	John Pompei (ex officio)	Plymouth -	Stephen Mindera, Chair
Burlington -	Peter McBrien	Southington -	James "Rusty" Haigh
New Britain -	Don Naples		
2. April 5, 2012, minutes
MOTION: Peter McBrien moved approval of the minutes as presented: seconded by Don Naples; passed unanimously.
3. Motion to go into Executive Session to discuss the Executive Director's Performance Evaluation
MOTION: At approximately 6:47 PM Peter McBrien moved to go into executive session to discuss the Executive Director's performance; seconded by Don Naples; passed unanimously
4. Reconvening of the Regular Meeting - the meeting was re-convened at approximately 7:03 PM.
5. Decision on Executive Director's Performance Evaluation
MOTION: Don Naples moved to approve a 2% Performance based salary increase for the Executive Director for FY2012-2013; seconded by Rusty Haigh; passed unanimously.
6. Nomination of Board Officers for FY2012-2013
MOTION: Don Naples moved to nominate Jennifer Bartiss-Early to serve as the Agency's Board Secretary for FY2012-2013; seconded by Peter McBrien; passed unanimously.
7. Preliminary FY2012-2013 Budget
MOTION: Peter McBrien moved to recommend that the Agency Board approve the Preliminary budget as presented with the exception of the employee salary cost-of-living adjustment which is to be set at 2%; seconded by Rusty Haigh; passed unanimously.
8. Other - no other business raised.
9. Adjournment was declared at approximately 7:30 PM.