**Thursday, June 3, 2024, at 5:20 p.m.**

**Mid-Minnesota Development Commission Office**

(1700 Technology Drive NE, Suite 300, Willmar, MN 56201)

**Members Present:** Commissioners Shawn Mueske (Chair), Lorallen Schmeling (Vice Chair), Kevin Crowley (Treasurer), and Tom McDonnell (At-Large)

**Members Absent:** Commissioner Dave Sebesta (Secretary) – Excused due to City meeting

**Staff Present:** Executive Director Eric Day, Finance Director Darla Bajari

**Call to Order**

Chairperson Mueske called the meeting to order at 5:22 p.m.

# **Agenda Items**

**Annual Review of Executive Director Eric Day’s Performance:** After Executive Director Day excused himself from the room, the Executive Committee had opportunity to freely discuss his performance and effectiveness over the last year and since his previous review (June 2023). Printed results – both summary results and full individual responses – of the recent Commission and Staff Survey, titled “MMDC Commissioner & Staff Survey: Eric Day’s Performance and MMDC Direction (2024)” were available for the Executive Committee’s use and reference. After discussion, the Committee invited Day back into the meeting and informed him that the Executive Committee had approved a motion indicating that they had accepted and agreed with the results of the performance evaluation survey.

Day was additionally informed that they had approved a motion to recommend a step/merit increase for Day, in accordance with the existing MMDC salary/wage schedule, which calls for a 3.25% increase subject to the approval of the full Commission at their June 12, 2024 meeting.

Day expressed his appreciation and asked the Executive Committee members if they saw any need for a change in MMDC course/direction or Executive Director practices/processes at this time, based on survey results, etc. No Executive Committee members present called for such a change in direction or processes.

**Other:** There was no other business brought forward for Executive Committee consideration.

**Adjournment:** With no further business, Chairperson Shawn Mueske adjourned the meeting at 5:43 p.m.

Respectfully Submitted,

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Eric Day, Acting Secretary Date

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Shawn Mueske, Chairperson Date