

**Leon County Research and Development Authority  
Executive Committee Meeting**

*This meeting was held via teleconference in accordance with  
Fla. Exec. Order No. 20-69  
as extended by the Governor of Florida*

October 16, 2020  
11:30am – 12:00pm

**Minutes**

**Members in Attendance:** Kimberly Moore, Sonjoy Goswami, Kevin Graham, Dave Ramsey.

**Members Not in Attendance:** None.

**Guests:** Ron Miller, Peggy Bielby, LCRDA staff.

**1. Call to Order**

Kimberly Moore called the meeting to order at 11:41am.

**2. Introduction of Guests**

All present introduced themselves.

**3. Modifications to the Agenda**

None.

**4. Public Comment**

None.

**5. Approval of Draft Meeting Minutes, July 21, 2020**

*Kevin Graham offered a motion to approve the July 21, 202 meeting minutes. Sonjoy Goswami seconded the motion which passed unanimously.*

**6. Executive Director Annual review**

The Employment Agreement with the Executive Director, as amended in 2015, requires “On or before September 30th of each subsequent year, throughout the term of this agreement, the Authority will conduct an evaluation of the Employee’s performance”; and, “On or before September 30th of each subsequent year, The Board of Governors shall provide adjustments to the Base Salary, based upon the Employee's performance evaluation and completion of goals and objectives, as set forth annually in advance and in writing by the Board of Governors, and agreed to by the Parties.” A summary of Board member evaluations and a salary history are provided in the attachments. The 2019 Compensation Committee’s “Conclusions and Recommendations” to the Board concluded the “Executive Director’s compensation is in line with AURP salary range \$75,000 to \$174,999 considering similar geographic location, population and budget.” The Compensation Committee is scheduled to meet every two years and will meet again in 2021.

The Board of Governors, at its meeting on October 1, 2020, reviewed the performance of the Executive director and delegated its authority to the Executive Committee, for the current evaluation period, to review and address any merit adjustments to Base Salary as required by the agreement with the Executive Director. The Board directed that this review be conducted at the earliest possible meeting of the Executive Committee.

*After discussion Dave Ramsay offered a motion to increase the Executive Director's base pay by \$5,000 (approximately 3.3 percent) for FY 2020-2021 with an effective date retroactive to October 1, 2020. Kevin Graham seconded the motion which passed unanimously.*

**7. New Business**

None.

**8. Adjourn**

The meeting adjourned at 11:51am.

UPCOMING MEETINGS AND EVENTS

**TechGrant Pitch Competition**

Wednesday, October 21, 2020  
5:30pm – 7:00pm

**Tech Topics**

Tuesday, November 17, 2020  
11:00am – 12:00pm

**Executive Committee Meeting**

Tuesday, November 17, 2020  
12:30pm – 2:30pp

**Board of Governors Meeting**

Tuesday, December 1, 2020  
11:00am – 1:30pm