

PRODUCTIVE LIVING BOARD
ADMINISTRATION COMMITTEE MEETING
MINUTES

Tuesday, June 27, 2023

COMMITTEE MEMBERS IN ATTENDANCE

Michele Liebman, Chairperson
William Bolster
Scott Malin
Bob Wallace

STAFF MEMBERS IN ATTENDANCE

Becky Herschbach, Executive Director
Jennifer Boedeker
Gabby Buenger
Lillie Gray
Debra Holland
Donald Kaufmann
Kim Kopff
Amy Meyer
Kathy Williams

GUESTS IN ATTENDANCE

Five guests were in attendance.

A quorum was present and due notice had been published.

Ms. Liebman called the meeting to order at approximately 9:30 a.m.

Committee Action Item:

Request for Proposals (RFP) for Banking Services for FY'24 to FY'28

PLB Policy requires banking services to be reviewed and an RFP be issued at least every 5 years. The bidding process for banking is an open process in PLB's web portal in which various banks can submit questions for all to see and all can view the answers. PLB will distribute the RFP to a group of regional banks that appear to fit the profile of strong ratings, quality services, and rigorous security requirements.

Mr. Wallace moved that the Administration Committee approve issuing the RFP for Banking Services as presented.

Mr. Malin seconded the motion.

Mr. Kaufmann discussed the Banking Services RFP and answered questions from the Committee.

The motion passed unanimously.

There being no further business before the Committee, the Administration Committee adjourned at approximately 9:45 a.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Becky Herschbach".

Becky Herschbach
Executive Director

As recorded by Kathy Williams, Executive Administrative Assistant

The above minutes were reviewed and approved by Michele Liebman, Chairperson of the Administration Committee.