

Productive Living Board

December 3, 2025

**Attendance**

**Present:**

Members: Lou Brock, Melissa Garza, Dave Herman, Curt Ittner, Lauri Koster, Scott Malin, Felice McClendon, Amy Wilson

Staff Participants: Becky Herschbach - Executive Director; Don Kaufmann - Director of Finance and Administration

Invited Guest: Gaby Davidson, Senior Compensation Consultant at CBIZ

**Absent:**

Members: Jasmine Chen

I. Call to Order

A quorum was present and due notice had been published. The meeting was called to order at approximately 8:30 a.m.

II. Compensation Study Results

A. CBIZ Report

Gaby Davidson from CBIZ provided an overview of the scope of the study, the results, and recommendations. Ms. Davidson answered questions from the Board and staff.

III. Board Discussion Items

A. Employee Salary and Benefits Discussion

The Board members and Executive Director discussed the employee salary ranges and benefits. The salary ranges recommended by CBIZ, with the exception of the Executive Director's range, will be submitted for approval at the December 8, 2025 Board Meeting.

The Board affirmed its expectation that total employee compensation should target the 50th percentile of the approved salary ranges, noting that these ranges are aligned with the Board's goal for a total employee compensation package that averages at the 50th percentile as compared to market data.

There being no further business before the Board, the meeting adjourned at approximately 11:30 a.m.

Respectfully submitted,

DocuSigned by:



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Melissa Garza, Secretary

As recorded by Kathy Williams, Executive Administrative Assistant.

The above minutes were reviewed and approved by Dave Herman, Chairperson of the Productive Living Board.