

**DRAFT MINUTES**  
**of the Executive Committee**  
**of the Capital Area Regional Planning Commission**

**April 8, 2024**

**Zoom Webinar**

**6:00 pm**

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**Commissioners Present:** Maureen Crombie David Pfeiffer, Heidi Murphy, Nick Zavos

**Commissioners Absent:** Kris Hampton, Peter McKeever

**Staff Present:** Tanya Sime, Jason Valerius

**Others Present:** None

1. Establish Quorum

Heidi Murphy called the meeting to order at 6:13 pm. Quorum was established.

2. Public Comment on Matters not on the agenda

No Public Comment.

3. **Minutes of the March 11, 2024, Executive Committee Meeting (*actionable item*)**

Ms. Crombie moved for approval of the minutes of the March 11th, 2024, Executive Committee Meeting; Mr. Zavos seconded. The motion passed on a voice vote.

4. **February 2024 Financial Statements and March 2024 Operating Account Reconciliation (*actionable item*)**

Ms. Crombie moved for approval of the February 2024 Financial Statements and the March 2024 Operating Account Reconciliation. Ms. Murphy seconded. The motion passed on a voice vote.

5. Future Agenda Items (next meeting is **Monday, May 6, 2024**, via Zoom webinar at **6:00 pm**)


Jason will be preparing the 2025 budget proposal for the May meeting.

6. Adjournment

7. Mr. Zavos moved for adjournment. Ms. Crombie seconded. The meeting adjourned at 6:17 PM.

Minutes taken by Tanya Sime and reviewed by CARPC staff.

Respectfully Submitted



Kris Hampton, Secretary