

**Steering Committee Meeting
August 20, 2004**

Draft Minutes

Members Present: Michael Pace, Committee Chair
Andrew Sullivan (Present by phone until 2:33 p.m. – Present in person beginning at 2:57 p.m.)

Staff Present: Tom Kirk, President
Jim Bolduc, Chief Financial Officer (Present by Telephone)
Bettina Bronisz, Assistant Treasurer & Director of Finance (Present by Telephone)
Paul Nonnenmacher, Director of Public Affairs & Communications
Kristen Greig, Legal Temp

Also Present: Peter Boucher of Halloran & Sage
Kathleen St. Onge of Halloran & Sage
Paul Rachmuth of Anderson Kill & Olick (Present by Telephone)
Costa Kensington of Anderson Kill & Olick (Present by Telephone)

Chairman Pace called the meeting to order at 2:10 p.m. and noted that a quorum was present.

Executive Session

Chairman Pace made a motion to go into executive session to discuss litigation matters, contract negotiations, and personnel matters with appropriate staff. The motion seconded by Director Sullivan was approved unanimously. Chairman Pace noted that the following people would remain during executive session:

Chairman Pace
Director Sullivan (via telephone)

Tom Kirk	Peter Boucher of Halloran & Sage
Jim Bolduc (via telephone)	Kathleen St. Onge of Halloran & Sage
Bettina Bronisz (via telephone)	Paul Rachmuth of Anderson, Kill & Olick (via telephone)
Paul Nonnenmacher	Costa Kensington of Anderson, Kill & Olick (via telephone)
Kristen Greig	

The executive session commenced at 2:11 p.m. and concluded at 2:32 p.m. Chairman Pace noted that no votes were taken in executive session.

Chairman Pace requested a recess until called to order by the chair. The recess began at 2:33 p.m. The meeting reconvened at 2:57 p.m. and Chairman Pace noted that a quorum was present.

Those present included:

Chairman Pace
Director Sullivan

Tom Kirk
Jim Bolduc (via telephone)
Bettina Bronisz (via telephone)

Peter Boucher of Halloran & Sage
Kathleen St. Onge of Halloran & Sage
Paul Rachmuth of Anderson Kill & Olick (via telephone)
Costa Kensington of Anderson Kill & Olick (via telephone)

Executive Session

Chairman Pace made a motion to go into executive session to discuss litigation matters, contract negotiations, and personnel matters with appropriate staff. The motion seconded by Director Sullivan was approved unanimously. Chairman Pace requested that that everyone present remain during executive session:

The executive session commenced at 2:57 p.m. and concluded at 4:08 p.m. Chairman Pace noted that no votes were taken in executive session.

Adjournment

Chairman Pace requested a motion to adjourn. The motion to adjourn made by Director Sullivan and seconded by Chairman Pace was approved unanimously. The meeting was adjourned at 4:08 p.m.

Respectfully submitted,

Kristen Greig
Legal Temp