

MINUTES

Business Operations Committee Meeting

October 7, 2025

Location: Virtual Meeting

Video Recording: <https://www.youtube.com/watch?v=NQ2Y7-7-Qeg>

Note: These minutes correspond to the video recording. Each item has a minute counter assigned to the subject location in the audio file.

Welcome and Call-to-Order

00:00:00-00:04:35

Michael Carter, Committee Chairman, called the meeting to order.

Roll Call

Action of the Commission

Roll Call/Quorum

Committee Member Name	Attendance
Thomas Lehrman	Present
Eddie Smith	Present
Michael Carter	Present

Outcome: 3 of 3 present; quorum established

Approval of Agenda

Action of the Commission

Approval of Meeting Agenda

Motion made by: Eddie Smith | Seconded by: Michael Carter

Committee Member Name	Vote
Thomas Lehrman	Yes

Eddie Smith	Absent ¹
Michael Carter	Yes

Outcome: 2 ayes; 0 noes; agenda approved

Approval of Prior Minutes

Action of the Commission

Approval of Prior Minutes from July 24, 2025

Motion made by: Thomas Lehrman | Seconded by: Michael Carter

Committee Member Name	Vote
Thomas Lehrman	Yes
Eddie Smith	Absent
Michael Carter	Yes

Outcome: 2 ayes; 0 noes; minutes approved

Executive Director Operation Update

00:04:35-00:08:57

Michael Carter, Committee Chairman, recognized Tess Stovall to present operational updates.

Budget Updates

00:08:57-00:13:14

Michael Carter, Committee Chairman, recognized Lawrence Walker to present budget updates.

Adjournment

00:13:14-00:15:26

Action of the Commission

Motion to adjourn meeting

Motion made by: Thomas Lehrman | Seconded by: Michael Carter

Committee Member Name	Vote
Thomas Lehrman	Yes

¹ Commissioner Eddie Smith was present for roll call but was subsequently required to join another meeting, resulting in his absence for the remainder of the Business Operations Committee.

Eddie Smith	Absent
Michael Carter	Yes

Outcome: 2 ayes; 0 noes; motion is approved

Chairman Michael Carter adjourned the meeting.