



**Eastern Regional Tourism District (ERTD)  
Executive Committee  
Special Meeting**

August 28, 2025 - 8:30AM

Zoom:

<https://us02web.zoom.us/j/89348754065?pwd=cDV1M2J5S2ZNZ2hkNWJKa3RSbXpTZz09>

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Meeting ID: 893 4875 4065

Passcode: 836268

**Meeting Minutes**

Attendees: Chris Regan, Jill St. Clair, Bruce Flax, Jordan Lumpkins, Shannon Fagan, Nikki Cabrera, Lori Corriveau, Fran Kefalas, Patti Larrow-George

Guests: Andrea Manning, Jill Larsen

1. Call to Order
  - a. The meeting came to order at 8:31
2. Appointment of Committee Chairs
  - a. Nominating Committee Chair - Angela Adams
    - i. Bruce Flax nominated Angela Adams as chair of the Nominating Committee, seconded by Lori Corriveau. All in favor, the motion passed
  - b. Bylaws Committee Chair - Fran Kefalas
    - i. Lori Corriveau nominated Fran Kefalas as chair of the Bylaws Committee, seconded by Patti Larrow-George. All in favor, the motion passed.
3. Private Executive Session for Review of RFPs for Administrative Partner and Interview of Candidates
  - a. The committee discussed the process for the meeting and interviewing candidates, as well as what transition between partners might entail. Discussion took place on attendees for the executive session, noting the inclusion of ex-officio member from the Office of Tourism.
  - b. Vote to enter executive session:
    - i. Bruce Flax made the motion to enter private executive session, Jordan Lumpkins seconded. The committee entered a private executive session at 8:43am.
    - ii. The committee exited the executive session at 10:33am.
4. Vote to select Administrative Partner

- a. Bruce Flax made a motion to renew the contract for administrative partner with Chamber of Commerce of Eastern Connecticut for a two-year contract subject to a performance review after the first year. Nikki Cabrera seconded the motion. The motion passed unanimously.
- 5. Adjournment
  - a. Fran Kefalas made a motion to adjourn, seconded by Jordan Lumpkins. All in favor the meeting adjourned at 10:38am.