

**MINUTES OF THE MEETING OF THE  
MASSACHUSETTS CONVENTION CENTER AUTHORITY  
EXECUTIVE SESSION of the EXECUTIVE COMMITTEE  
OCTOBER 1, 2024**

A meeting in Executive Session of the Massachusetts Convention Center Authority (“Authority”) Executive Committee was convened at approximately 12:58 p.m. on October 1, 2024, via Microsoft Teams or phone: Dial-in Number 1-857-702-2232; Conference ID: 927921306#.

Members in attendance via MICROSOFT TEAMS were the following: Cindy Brown, Sheena Collier, Ashley Groffenberger and Khushbu Webber.

Also in attendance via MICROSOFT TEAMS was Maureen Alfonse-Charles, Andy Tarsy, Candidate A, Candidate B, Candidate C and Candidate F.

**I. ROLL CALL**

The meeting was called to order at 12:58 pm, and Sheena Collier confirmed a quorum for the meeting with a Roll-Call Vote.

Roll-Call Vote:

Ashley Groffenberger	Present
Khushbu Webber	Present
Sheena Collier	Present
Cindy Brown	Present

**II. EXECUTIVE SESSION- EXECUTIVE DIRECTOR SEARCH UPDATE**

1. Executive Session: To consider or interview applicants for employment or appointment by a preliminary screening committee if the Chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants.

Sheena Collier stated because the Committee was about to consider and discuss applicants for employment or appointment by a preliminary screening committee and discussions in Open Session would have a detrimental effect in obtaining qualified applicants, it is appropriate that the Committee move to enter into Executive Session. A recorded vote is required to take this meeting into Executive Session.

Sheena Collier conducted a roll call vote. Upon motion duly made and seconded, the Committee voted unanimously by roll call to enter into Executive Session.

Roll-Call Vote:

Ashley Groffenberger	Present
Khushbu Webber	Present
Sheena Collier	Present
Cindy Brown	Present

At 1:00 pm, the Committee entered into Executive Session.

The Committee met separately with Candidates A, B, C and F. With each candidate, the Committee discussed the following questions:

1. Tell us how the Executive Director position at MCCA fits into your longer term career aspirations. What is driving you to pursue this opportunity as you learn more? What key skills have you developed that make this particularly attractive?
2. From an organizational standpoint, as you may know, we have several key vacant positions. How would you approach managing and building out your potential leadership team?
3. Given your strengths, if you could bring one person with you to ensure your success, what skills would that person have?
4. What is the biggest challenge for the MCCA going forward?
5. You have seen the Position Description multiple times, what excites you and which parts are less appealing?

Sheena Collier requested a motion to adjourn the Executive Session.

Upon a motion duly made and seconded, the Committee voted unanimously by roll call to exit Executive Session and adjourn the meeting:

Roll-Call Vote:

Ashley Groffenberger	Present
Khushbu Webber	Present
Sheena Collier	Present
Cindy Brown	Present

The meeting adjourned at 5:25 pm.