



**CHAUTAUQUA INSTITUTION  
BOARD OF TRUSTEES**

**Saturday, September 13, 2025  
Via Zoom**

**APPROVED MINUTES**

**Trustees Present:**

Candy Maxwell, Michelle Adelman, Matt Benson, Veronica Biggins, Laurie Branch, Rick Evans, Sara Ponkow, Nancy Gibbs, Karen Goodell, Paul Hagman, Izumi Hara, Terry Horner, Stephen Messinger, Michael Metzger, Bob Obee, Rich Osborne, David Peckinpaugh, David Pelton, Jill Penrose, Larry Thompson, Steve Zenczak, George Snyder

**Trustees Absent:**

Gwen Norton and George Snyder

**Others Present:**

Dana Lundberg and Tim Renjilian

Ms. Maxwell called the meeting to order.

***Upon motion duly made and seconded, the Board moved to executive session, inviting Mr. Lundberg and Mr. Renjilian.***

***Upon motion duly made and seconded, the Board approved exiting executive session.***

During Executive session, the Board approved the President's position specification as distributed prior to and revised during Executive session. The Board also reached consensus regarding organizational, operations and programming initiatives to support financial resilience, as proposed by management, and directed that implementation begin immediately. Additional proposed initiatives will be forthcoming from management.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Shannon D. Rozner, Esq.  
Corporate Secretary  
Chautauqua Institution Board of Trustees