

6.14.19 Steering Committee Meeting

In Attendance: Chris Coates, Ross Cunningham, Jen Fish, Derek Ferland, Jason Henry, Deb Shackett, and Steve Woods of the NHAC Steering Committee; Danielle Duchesne and Kate Horgan of the Dupont Group.

- I. Call to order
 - a. Cunningham calls the meeting to order finding a quorum fit to conduct business.

- II. Approval of past meeting minutes
 - a. Henry makes a **MOTION** to approve the meeting minutes. Shackett **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.

- III. Discussion of bylaws
 - a. The Committee works through the 2019 proposed changes to the current bylaws.
 - b. It is determined that the Committee present general recommendations and proposed bylaws changes to the Executive Committee on August 2.

- IV. Next meeting
 - a. Two meeting dates are proposed: Friday, June 28 (12:00 for lunch through 3:00 PM) and Friday, July 16, 10:00 AM through 3:00 PM or later as needed. The Dupont Group will follow up with members to ensure a quorum may be met on those dates.

- V. Adjournment
 - a. Henry makes a **MOTION** to adjourn the meeting, Shackett **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.

Minutes prepared by Danielle Duchesne on June 14, 2019

Minutes approved on: June 28, 2019