

Steering Committee Meeting 6.28.19

In Attendance: Chris Coates, Jen Fish, Chad Monier, Ken Robichaud, Deb Shackett, of the NHAC Steering Committee; Danielle Duchesne and Kate Horgan from the Dupont Group.

- I. Call to order
 - a. Woods brings the meeting to order finding a quorum fit to conduct business.

- II. Approval of past meeting minutes
 - a. Woods presents the minutes from the June 14, 2019 meeting of the Steering Committee. Coates makes a **MOTION** to accept the minutes. Fish **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. The Dupont Group will provide a clean version of the bylaws for review by the Committee before the next meeting.

- IV. Review of proposal recommendations
 - a. Duchesne reminded the Committee of the "Draft of Recommendations" documents. The document will be reviewed and finalized at the next meeting.

- V. Next meeting
 - a. The next meeting will take place on Tuesday, July 16, 2019 at 29 School St., Concord, NH to finalize bylaws recommendations, create a narrative to describe the changes, and finalize the "Draft of Recommendations."

- VI. Adjournment
 - a. Robichaud makes a **MOTION** to adjourn the meeting. Fish **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.

Minutes prepared by Danielle Duchesne on July 1, 2019.

Minutes approved on July 16, 2019.