

## Steering Committee Meeting 7.16.19

In Attendance: Chris Coates, Ross Cunningham, Derek Ferland, Deb Fish, Jason Henry, Julie Libby, Chad Monier, and Deb Shackett of the NHAC Steering Committee. Danielle Duchesne and Kate Horgan of the Dupont Group.

- I. Call to Order
  - a. Henry calls the meeting to order finding a quorum fit to conduct business.
  
- II. Approval of past minutes
  - a. Coates makes a **MOTION** to approve the June 28, 2019 meeting minutes. Monier **SECONDS** the **MOTION**. The **MOTION PASSES** with two abstentions: Henry and Ferland.
  
- III. Discussion of bylaws
  - a. The bylaws working document was reviewed with a few edits made since.
  - b. Major changes were discussed and highlighted in a document to be used in the presentation to the Executive Committee on August 2.
  - c. It was determined that changes by the Executive Committee will be welcomed between the August 2 presentation and the October 14. The bylaws will be evaluated by an attorney and/or NACo before the October 14 presentation. A vote to accept the new bylaws will occur in a meeting after the October 14 presentation.
  - d. The Committee determined that it would be useful to present the membership survey conducted earlier in the year at the August 2 meeting of the Executive Committee.
  
- IV. Review of proposed recommendations
  - a. The Committee will return to their other recommendations after the August 2 meeting of the Executive Committee.
  
- V. Next meeting
  - a. Meeting date to be established after the August 2 meeting of the Executive Committee.
  
- VI. Adjournment
  - a. Monier makes a **MOTION** to adjourn the meeting. Shackett **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.

*Minutes prepared on 7/16/19 by Danielle Duchesne.*

*Minutes approved on 9/13/19*