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At-Large
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Bylaws Committee Meeting Minutes
June 12, 2026 at 11:30 AM
Rockingham County
102 North Road, Brentwood, NH 03833

I. Call to order

a. Director Kivikoski calls the meeting to order at 11:08 AM finding a quorum fit to conduct business.
b. Ms. Horgan calls the roll: Director Alison Kivikoski, Director Mary Bourque, and Administrator Carina Park of the NHAC Bylaws Committee. Danielle Duchesne, Kate Horgan, and Jim Monahan of the Dupont Group/Rumford Management.

II. Approval of past meeting minutes (March 15, 2024)

a. Director Kivikoski presents the minutes from the March 15, 2024, meeting of the Committee. Director Kivikoski makes a **MOTION** to approve the minutes. Administrator Park **SECONDS** the **MOTION**. Director Kivikoski invokes unanimous consent, and hearing no objection, the **MOTION PASSES**.

III. Review Committee responsibilities

a. Per the bylaws "Review the bylaws periodically but no less than every other year… Shall recommend amendments as needed…Ensure compliance with current bylaws. Should there be disagreement regarding the meaning of anything described in the bylaws, it shall be brought to a vote in the Executive Committee."

IV. Review bylaws amendment process

a. Following Article XI: Amendments, "Amendments to the charter and bylaws of the Corporation may be proposed by a member(s) of the Executive Committee. Written notice of proposed amendment(s) shall be given to the Executive Committee at least fifteen (15) days prior to a meeting of the Executive Committee. Amendments must be approved by a majority vote of the Executive Committee including votes from representatives from at least (6) member counties in good standing in order to become effective."

V. Discuss bylaws needing revision

a. Director Kivikoski asks that Ms. Horgan and Ms. Duchesne to review current bylaws and share possible changes and share with the Committee via email.

VI. Other business

a. No other business.

VII. Next meeting

a. December 4, 2026, following the Executive Committee.

VIII. Adjournment

a. Kivikoski makes a **MOTION** to adjourn the meeting. Park **SECONDS** the **MOTION**. Director Kivikoski invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on June 12, 2026.

Minutes approved on _____.