

Steering Committee Meeting Minutes 4.19.19

In Attendance: Derek Ferland, Jason Henry, Sara Lewko, Wendy Piper, Deb Shackett, and Steve Woods 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 Meeting Minutes
 - a. Shackett makes a **MOTION** to approve the minutes from the 4/5/19 meeting. Piper **SECONDS** the **MOTION**. The **MOTION PASSES** unanimously.
 - b. Referencing approved minutes, Ferland discusses task of defining the Association's essential functions. To be discussed at a future meeting.

- III. Discussion of the By-laws
 - a. Changes to the By-laws (version approved November 2015) were recorded in a separate document.

- IV. Next Meeting
 - a. Friday, April 26 at 114 N Main St., Ste. 401, Concord, NH

- V. Adjournment
 - a. There is a **MOTION** to adjourn the meeting. The **MOTION** is **SECONDED**. The **MOTION PASSES** unanimously.

Prepared by: Danielle Duchesne

Approved on: April 26, 2019