

8.30.21 Awards Committee Meeting Minutes

- I. **Call to order**
 - a. Horgan calls the meeting to order finding a quorum fit to conduct business.
 - b. Horgan calls the roll: Bob Englund (via Kate Horgan proxy), Chris Heroux, Alison Kivikoski, Sara Lewko (via Pappas proxy), Julie Libby, Toni Pappas, Sara Rouillard, Deb Shackett (via Kate Horgan proxy); Kate Horgan of the Dupont Group.
- II. **Approval of Past Meeting Minutes (7.27.21)**
 - a. Pappas presents the minutes from the July 27 meeting. Kivikoski makes a **MOTION** to approve the minutes of the July 27 meeting of the Committee. Libby **SECONDS** the **MOTION**. Pappas invokes unanimous consent and hearing no objection, the **MOTION PASSES**.
- III. **Discussion of 2021 application process**
 - a. Horgan reviews the 2021 draft portal, following the 2019 portal.
 - i. <https://www.surveymonkey.com/r/2021NHACawards>
 - b. Kivikoski makes a **MOTION** to approve of the submission portal with deadline date changes for submission at the end of September. Libby **SECONDS** the **MOTION**. Pappas invokes unanimous consent and hearing no objection, the **MOTION PASSES**.
- IV. **Discussion of awards presentation**
 - a. The Committee agrees to have each county hold their own award ceremony.
 - b. Per Coates' suggestion to thank everyone, Horgan explains that the awards can be tweaked to honor a team rather than just an individual.
 - c. Danielle will reach out to each committee member to touch base on each ceremony and scheduling.
 - d. Pappas suggests dividing the budget 10 ways for these 10 events.
- V. **Other business**
 - a. No other business.
- VI. **Next meeting**
 - a. The next meeting will be at the call of the Chair.
- VII. **Adjournment**
 - a. Kivikoski makes a **MOTION** to adjourn the meeting. Libby **SECONDS** the **MOTION**. Pappas invokes unanimous consent and hearing no objection, the **MOTION PASSES**.

Minutes prepared by Danielle Duchesne on 8.30.21.

Minutes approved on 10.5.21.