

MSCA Meeting of the Board of Directors – Q4 2021 Regular Board Meeting

Board Meeting Minutes – Teleconference 10/20/2021

- I. **Call to Order** – meeting called to order at 6:04 pm Pacific Time by Becky Spencer.
- II. **Roll Call** – Present: Alison Charter-Smith, James Beck, Colleen Williams, Karen O’Brien-Maynard, Becky Spencer.
Absent: none
- III. **DETERMINATION OF QUORUM OF THE BOARD (President)**
 - a. We have out 5 of 5 sitting Board members in attendance, and therefore we do HAVE a QUORUM.
- VIII. **Report of the Officers:** No reports given
- IX. **Report of the Committees:** No reports given

X. **New Business (Becky Spencer - President)**

1. **2021 MSCA Election Nominees** – James Beck, Chair of the Nomination Committee read the Nomination Report. The following nominees have been selected by the Nomination Committee:

President: Sarah Letts

Vice-President: Kimberly Crawmer, Kate Sorensen

Recording Secretary: Alison Charter-Smith

Correspondence Secretary: Colleen Williams

Treasurer: Kara Marx

Board Member at Large (a): Cindy Benson

Board Member at Large (b): Karen O'Brien-Maynard

Board Member at Large (c): Barbara Blankenship, Megan Borbon, Elizabeth Brockman

Board Member at Large (d):

Alexandra Lee Rutledge-Falcione, Kathy Flynn, Joseph Greenleaf

Nomination committee was discharged by the board as completing their duties by the Board of Directors. **Motion by Alison Charter-Smith to accept the Nomination Committees Candidate Report as submitted for the 2021 MSCA Elections.** 1st by Alison Charter-Smith, 2nd by Colleen Williams. **Motion passed by all board members in attendance.**

2. **2021 Election process** – Discussion by board that election ballots will include all candidates, with instructions to vote for one candidate for each office. Becky Spencer will contact Associated Registry to proceed with the creation of the ballots for readiness of mailing to membership. Associated Registry will require current membership list by 10/27 and will send out ballots to membership on 11/2. Current membership list will be provided by Alison Charter-Smith to Becky Spencer to submit to Associated Registry by deadline. Submitted ballots must be received to Associated Registry by 12/1 to be

considered valid. Election Results will be certified by Associated Registry and announced by 12/15 or before. Newly elected 2022 Board of Directors will take office on 1/1/2022. Corresponding Secretary will send the Q1 2022 Newsletter to the membership announcing the new board.

3. Election communications - Alison Charter-Smith discussed with board that current MSCA membership list needs to be updated with missing membership information. Alison Charter-Smith requested to the board for taking on project to contact members who are missing membership profile information to update the membership list. Board approved recommendation by Alison Charter-Smith to contact membership.

4. Nomination announcements – Approval by board on nomination announcement email copy submitted by Alison Charter-Smith to board. Board approved to send two announcement emails on 10/21 to Official candidates and to general membership. Alison Charter-Smith will send out nomination announcements and update Election FAQ, Board Meeting Minutes and 2021 Elections page.

XI. Adjournment – Motion to adjourn and 1st by Alison Charter-Smith, 2nd by James Beck. Meeting adjourned at approximately 7:17 pm Pacific Time.

Respectively submitted,

Alison Charter-Smith
Recording Secretary