

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

Board Meeting Minutes – Teleconference 11/10/2021

- I. **Call to Order** – meeting called to order at 5:04 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.
- IV. **Reports of the Officers:** no reports given.
- VIII. **Unfinished Business** - none
- IX. **New Business (Becky Spencer)**
 1. **Creation of a Special Committee** – Request by member Sarah Letts to request for the Board to appoint a committee for a “Forms and Documents Review and Revision Committee” of the membership forms with Sarah Letts as Chairperson, Catherine Sorenson and Joseph Greenleaf as committee members to assist the MSCA Board. This special committee’s purpose is to provide recommendations to the Board on how to revise all the membership forms with AR. Termination of this Committee will be the completion report of all revisions of the membership forms with AR. Motion by Becky Spencer to approve the appointment of the Special Committee under MSCA ByLaws Article V for a “Forms and Document Review and Revision Committee” of all AR membership forms with Sarah Letts, Catherine Sorenson and Joseph Greenleaf as committee members, 2nd Colleen Williams. **Motion passed by all board members in attendance.**
- X. **Adjournment** – Meeting adjourned at approximately 5:12 pm Pacific Time.

Respectively submitted,

Alison Charter-Smith
Recording Secretary