

Area 1	Area 2	Area 3	Area 4	Area 5	Area 6	Guests
Robbie Savelkoul	*Caitlin Wolff	Tenlee Atchison	Sharon Flemetis	Kay Webb	Chris Evans	Angie Stahl
Diane Black	Julie Goss	Jackson Bramlett	Wendy Jones	Samantha Tappenbeck	Becky Clements	Jess Fields

\*Replace Liz Riter who resigned effective 12/14/2023, was appointed at Area 2 meeting on 12/19/2023.

All members were present except Jackson Bramlett

## Minutes of December 20<sup>th</sup> Meeting of the MCDEO Board of Directors

- Finalize elections (which, all but the VP position, will begin January 1. The VP position will begin immediately)- *Wendy Jones moved to vote for positions electronically, Becky Clements second and the motion carried. After Discussion concerning the timing of the vote, Tenlee Atchison moved to postpone the election for Treasurer and Secretary until after January 1<sup>st</sup> to allow new directors to vote on officers. Robbie Savelkoul second and the motion carried. Further discussion led to the appointment of Kay Webb by President Chris Evans to complete the term of Vice President expiring December 31, 2024. The treasurer and secretary positions will expire 12/31/2025.*
- Organize committees (Financial, Governance, Executive) TABLED
- Review policy templates from Terry-TABLED
- Set the process for transferring the financials and Treasurer responsibilities:
  1. Bookkeeper solicitation- The body *approved the Solicitaion- Robbie Savelkoul suggested the Finance committee review applications for bookkeeper and make suggestions to the board.*
  2. Outside Review-*Close current books Signature cards will need to be updated at the bank once the new Treasurer is voted into office.*
  3. QuickBooks online (?)*No decision made on QuickBooks.*
  4. Need to have a statement in our minutes about signatures for the bank *(not sure what we need here or is would the statement be after the election, stating who the new treasurer is)*
  5. final report on convention totals (hopefully!) *Wendy gave a short report on the results of convention fundraising activities. There were some discrepancies that need to be cleared up. We made a profit on the event.*
- Determine whether we want to do email addresses based on the MACD workspace for the treasurer, secretary and VP- *Kay and Chris are working on this*
- Training
  1. Committee for the Spring/Summer training 2024- *No one volunteered to head the committee for training in 2024- Tabled to next meeting. Discussion was held on working with DNRC and MACD on training. Consensus of the directors felt the training plans should start with the employees' organization with time for MACD and DNRC on the agendas of training for anything they wanted to be included.*

2. Working with DNRC on training plan coordination ?? Didn't catch where we left this

- Starting an emailed newsletter. *The consensus of the directors was to include important information, new articles, etc in the District Dispatch. Erik will be contacted to see when his deadlines are and how we can be included in the publication.*

The next meeting to hold elections will be held prior to the call with Terry Profata on January 8<sup>th</sup>, 1 pm.

Julie Goss, Secretary