

The meeting was held in person at the Hilton Alexandria Old Town, 1747 King St. Alexandria VA, and began at 2:04pm eastern time with introductions around the table and audience seating.

Sather-Olson provided the treasurer's report (attached), Sullivan provided the secretary's report (attached), and together they discussed the SFIREG grant.

Dwinell and Verhougstraete agreed to propose a meeting planning committee at the business meeting. Dwinell is willing to chair the committee. Sullivan will provide deadlines and recommendations to the committee for their consideration.

For meeting minutes it was suggested that Sullivan try using a.i. software. Sullivan will explore this option at future meetings.

Aside from the meeting planning committee, other new business included the proposal of a device committee. Kim Nemeth, Proctor and Gamble, currently is the industry co-chair for the 25(b) Workgroup and she has supported the idea. The proposal could be vetted at the business meeting, through the AAPCO listserv, and in the device BaseCamp supported by OISC.

Another new idea is to build on the strategic planning efforts of the board by encouraging member participation in the board, committees, and workgroups. Perhaps set up a 'speed dating' type activity or Lunch & Learns to increase awareness of the work each does.

The board also would like to prioritize reaching out to states that we have lost touch with, tribal programs, and territorial programs.

The meeting then went into closed session.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amy Sullivan". The signature is written in dark ink and is positioned below the "Respectfully submitted," text.