

**MEETING NAME:** Board of Directors Meeting

**DATE:** 6/26/2019

**MISSION:**

**PARTICIPANTS:**

**OLD BUSINESS** (Review meeting notes and action plans from the last meeting. If an action plan was *not* completed, please fill out below):

PLANNED ACTION	RESPONSIBLE	WHY WAS ACTION NOT COMPLETED?	FOLLOW-UP STEPS + NEW DUE DATE

**NEW BUSINESS** (agenda):

1. **Call to Order (Rich)**
2. **Approve Agenda**
3. **Approval of Minutes of Last Board Meeting**
4. **Spending Proposal- Element 451 Customer Relationship Management (CRM) System – Please see attached Proposal as well as more detailed documents previously forwarded by Dr. Allen.**
5. **Spending Proposal – Heat Pump Replacements – Please see attached Proposal**
6. **Potential New Board Member (credentials to be sent subsequent to interviews)**
7. **President’s Report – Key Performance Metrics, Comments on All Staff Retreat, Other discussion topics**
8. **Chair’s Comments – Recap of fundraising discussion from Retreat (Collins), Publication of Board meeting documents on website (HLC related)**
9. **Other Discussion Topics/New Business**
10. **Adjourn**

**NOTES AND ACTION STEPS FOR NEW BUSINESS:**

NOTES and/or ACTION STEPS	RESPONSIBLE	DUE DATE	Done	Decision Yes

**ADDITIONAL NOTES:**

**UPCOMING EVENTS AND DATES:**

7/15/19 – Governance Committee Meeting
8/28/19 – August Board Meeting