**BOARD OF DIRECTOR MINUTES**

April 10, 2020 Special Meeting

1. **Welcome and Call to Order:** The NMA Board meeting was called to order by Board Chair, Bridget Mealman at 4:03pm.
	1. Roll Call
		1. Board Members: Chonburi Lee, Terence Jones, Kinley Vang, Bridget Mealman, Janie Yang
		2. Ex-Officio: Bao Vang
		3. Guests: Stephanie Steen, Mai Ka Yang, Craig Kepler
	2. Board Virtual Meeting Expectations: Bridget Mealman went over virtual meeting expectations and ensured that all board members could hear each other.
2. **Review Special Meeting Agenda**
	1. The Board of Directors reviewed the special meeting agenda.
	2. Motion to approve the agenda was made by Chonburi Lee and seconded by Janie Yang.
	3. Motion to approve by all Board of Directors:

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| B. Mealman  | Yes |
| K. Vang | Yes |
| C. Lee | Yes |
| J. Yang | Yes |
| T. Jones | Yes |

* 1. Motion passes.
1. **Finalize creation of the Executive Search Committee and discuss the process and timeline that will be required of the committee.**
	1. After further deliberation, Terence Jones and Chonburi Lee will extend membership invitations to external community members.
	2. Two possible members are Mai Neng Pha (active Hmong community member) and Chris Her-Xiong (Executive Director of Hmong American Peace Academy [HAPA] from Wisconsin). Terence Jones and Chonburi Lee will share a biography of each suggested community member above with the Board of Directors.
	3. Amendment of the Search Committee Resolution Board will be completed in the next special meeting after selecting two official members.
	4. Reviewed data provided by EdFuel and Thrive on the Executive Director salary range.
	5. Terence Jones motioned to approve a salary range of $145,000 - $165,000 and details can be arranged at a later time when an Executive Director is selected, seconded by Chonburi Lee.
	6. Motion to approve by all Board of Directors:

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| B. Mealman  | Yes |
| K. Vang | Yes |
| C. Lee | Yes |
| J. Yang | Yes |
| T. Jones | Yes |

* 1. Motion passes.
	2. An additional special meeting has been scheduled for next Friday, 4/17/2020 at 3:00pm. The special meeting agenda will also include election items.
1. **Adjourn (*Action*) -** Kinley Vang motioned to adjourn the meeting. Seconded by Janie Yang.

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| B. Mealman  | Yes |
| K. Vang | Yes |
| C. Lee | Yes |
| J. Yang | Yes |
| T. Jones | Yes |

* 1. Motion passes.
	2. Bridget Mealman, Board Chair adjourned the meeting at 4:58pm.