**BOARD OF DIRECTOR MINUTES**

April 17, 2020 Special Meeting

1. **Welcome and Call to Order:** The NMA Board meeting was called to order by Board Chair, Bridget Mealman at 3:01pm.
	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
	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 Terence Jones and seconded by Kinley Vang.
	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. Terence Jones and Chonburi Lee would like to appoint Mai Neng Pha and Chris Her-Xiong as the last two members of the Executive Search Committee.
	2. Terence Jones motion to appoint Mai Neng Pha and Chris Her-Xiong as the last two members of the Executive Search Committee and seconded by Chonburi Lee.
	3. Motion to approve by all Board of Directors:

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| --- | --- |
| B. Mealman | No |
| 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, 4/24/2020 at 3:00pm.
1. **Discuss and approve the 2020 Election Plan**
	1. Reviewed the 2020 Election and 2020 Election Notes documents.
	2. Voting will be done via phone.
	3. The Board of Director has scheduled the annual meeting to occur on Tuesday, May 26th, 2020 at 5:00pm.
	4. Terence Jones moved to approve the 2020 Election Plan as amended. Seconded by Kinley Vang.
	5. 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. **Adjourn (*Action*) -** Chonburi Lee motioned to adjourn the meeting. Seconded by Janie Yang.
	1. 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. Bridget Mealman, Board Chair adjourned the meeting at 3:47pm.