

*Membership Meeting Minutes*  
*December 5, 2017*

Call to Order 14:00 EST

Attendance: Jerad Bales (CUAHSI), Adam Ward (Secretary), Audrey Sawyer (Treasurer), Martin Seul (CUAHSI). See separate spreadsheet for representatives in attendance.

Note: presentation slides are archived with the meeting minutes.

**Part 1. State of the Consortium**

- 1) State of the Consortium
  - a. Genereux welcomed participants. Bales and Genereux made a presentation including highlighting CUAHSI activities and future directions.
- 2) Treasurer's Report
  - a. Sawyer presented a summary of CUAHSI's finances, including detailed updates for the current fiscal year.

**Part 2. Formal Business Meeting**

- 3) Roll call approval of replacements (Ward)
  - a. Ward reported that CUAHSI currently has 128 members in good standing, with 78 members being represented at the meeting. He confirmed that more than 50% of members in good standing were present, thus establishing quorum for the meeting.
- 4) **Motion to approve meeting minutes from Dec. 2016.**
  - a. **Motion: S. Loheide**
  - b. **Second: D. Freyberg**
  - c. **Discussion: (none)**
  - d. **Approval: Yes, by acclamation.**
- 5) Update of Bylaws.
  - a. Al Valocchi made a presentation of proposed modifications to CUAHSI's Bylaws. He reported these primarily include updates to keep CUAHSI in compliance with requirements in the District of Columbia where the organization is incorporated, with other updates focused on increasing efficiency of the organization (e.g., allowing email notification for meetings instead of required hard copy mailings). He noted that representatives have received detailed information on the proposed edits and the justification for each in preparation of the meeting.
  - b. **Motion to approve the proposed changes to the Bylaws drafted and circulated in preparation for the meeting.**
    - i. **Motion: D. Hyndman**
    - ii. **Second: D. Schmitz**
    - iii. **Discussion: (none)**
    - iv. **Vote:**

- 1. Yes: 77 member organizations**
- 2. Abstain: 0 member organizations**
- 3. No: 1 member organization**

- v. Note: Voting was tallied based on reported votes during the meeting. For organizations that did not cast a vote during the meeting due to technical difficulties with the meeting software, Ward contacted the representatives via telephone or email to obtain their vote. Votes were tallied for each organization represented at the meeting.
- 6) Genereux opened the floor to any other business. Hearing none, the meeting was adjourned.

**Adjourned 15:00 EST**