



USAWE Board of Directors (BOD) Meeting Minutes



Meeting Date: Wednesday, Nov 13, 2024

Meeting Time: 5:00 p.m. Pacific, 6:00 p.m. Mountain, 7:00 p.m. Central, 8:00 p.m. Eastern

Meeting Frequency/Modality: 2nd Wednesday each Month held virtually via Zoom

Agenda: Sent 11.10.2024 and posted to USAWE.org > Corporate > Records > Meeting Minutes > Elected Board Minutes and filed in USAWE G-Drive > Board of Directors (BOD) > Board Meetings folder by Secretary Amie Perryman

Minutes: 11.13.2024 Minutes were e-approved xx.xx.2024 by the BOD and posted to the USAWE.org > Corporate > Records > Meeting Minutes > Elected Board Minutes and filed in USAWE G-Drive > Board of Directors

NEXT BOD MEETING – December 11, 2024 virtually via Zoom. Submit Agenda items using the online [Board Agenda Item Request Form](#) located on the usawe.org website > Corporate > Records page.

Board of Directors		Attendance at Roll Call	
Executive Committee		Present	Absent
President	Doreen Atkinson	P	
President Elect	Tracey Erway	p	
Secretary	Amie Perryman	P	
Treasurer	Leesa Nero	P	
At Large Director 1	Robin Bond	P	
At Large Director 2	Cera Olson	p	
Regional Directors			
R1 Director	Sara Mackenzie	5:36 PST	Absent at roll call
R2 Director	Amy Star	5:02 PST	A
R3 Director	Chris Stanko	5:03 PST	A
R4 Director	Kiki Pantaze	P	
R5 Director	Sara Barnwell	P	
R6 Director	Holly Linz	5:06 PST	Absent at roll call
R7 Director	Pat Melton	P	
Non-Voting Assistant			
Clerical/Treasurer Assistant	Kris Blacklock	P	
Clerical/Treasurer Assistant	Kristine Strasburger	P	
Clerical/Treasurer Assistant	Kathy Orr		excused

Current # of Board members = 13 | 7 BOD members required for Quorum.

BOD members in attendance at roll call = 10 | Quorum was established | BOD Meeting Attendance Log was updated.

Excused = notified Secretary and President in advance director (or chair) was unable to attend the meeting.

Non-Voting USAWE Committee Chairs in attendance for all or part of the meeting					
Affiliate Organizations	Kristine Strasburger	P	Licensed Officials (co-chairs)	Christy Reich	P
Awards	Lynn Maloney	P		Doreen Atkinson	P
Competitions	Kim Hillyer	A	Marketing and Promotion	Amie Perryman	P
Elections	Biddie Lowry	P	Membership	Kate Steffes	A
Ethics	Dan Dahlke	P	Professional Development (co-chairs)	Sue Watkins	A
				Seth Marshall	A
Financial Oversight	Tamla Nichols	P	Rules	Jeanne Bond	P
Horse Recording	Mindy Finelli	A	Website	Kristine Strasburger	P
International Competition	Barbara Price	P	Youth Development	Kasey Riddle	P
Task Force Leads in attendance for all or part of the meeting					
Bylaw Review	After P&P reviews		Strategic Planning	Doreen Atkinson	

Current # of Committee Chairs/Task Force Leads = 18; 13 in attendance.

USAWE Members who requested meeting attendance: Stephanie Hayes, (R6 VT), Nicole Lee (R6 PA), Dionne Newton (R3 KS), Alexa Maine (R1 WA), Barb Sullivan (R6 MD)



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USAWE Members in attendance for all or part of the meeting: Stephanie Hayes, (R6 VT), Nicole Lee (R6 PA), Dionne Newton (R3 KS), Alexa Maine (R1 WA), Brittany Flowers (R1 MO), Derrick Richardson (R5 MI), Barb Sullivan (R6 MD)

Call to Order: President Doreen Atkinson called the meeting to order at 5:00 PM Pacific time.

BUDGET & FINANCIAL REPORT: Treasurer Leesa Nero provided USAWE financials and bank reconciliations through

UNFINISHED BUSINESS

MOTION BY KIK PANTAZE R4 DIRECTOR, SECOND BY SARA BARNWELL, R5 DIRECTOR

Motion 1: Approve the October 9, 2024 Board of Directors (BOD) meeting minutes (e-Approved 10.22.2024).

→ **Motion Passed by voice vote: 10 in favor, 0 opposed, 0 abstained, 0 recused, 3 absent.**

RATIFICATION – eVotes

Rationale: Per Robert’s Rules of Order, ratification used when it is desired to confirm or make valid some action which requires the approval of the assembly to make it valid. The assembly may ratify only such actions of its officers or committees, or delegates, as it had the right to authorize in advance. This ensures transparency to our membership since there was no BOD agenda sent and no meeting held on topics sent for eVote.

eVotes should be used for time sensitive topics that can’t wait until next meeting. eVotes requires unanimous ‘Yes’ from full BOD (to ensure email was received, read and decided).

e-Vote failed by the BOD 11.3.2024

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Approve International Committee’s request to proceed with the Train to Win 3 Clinic as outlined in the October pro forma presented to the USAWE Board of Directors. Addendum A.

MOTION BY DOREEN ATKINSON, PRESIDENT; SECOND BY AMIE PERRYMAN, SECRETARY

Motion 2: Ratify the 11.3.2024 Board of Directors (BOD) Decisions by eMail minutes.

→ **Motion Passed by voice vote: 9 in favor, 1 opposed, 0 abstained, 0 recused, 0 absent, 3 no vote.**

→ **Motion to ratify Passed by voice vote: 10 in favor, 0 opposed, 0 abstained, 0 recused, 3 absent.**

e-Votes approved by the BOD 11.6.2024

- Appoint **Stephanie Dobiss** (R6-PA) as Affiliate Organization Committee Chair and **Beth Harrison** (R6-NY) to serve as an additional Affiliate Organization Committee Member, effective immediately.
- Appoint **Deb Quillinan** (R6-NY) as member of the Licensed Officials Committee, effective immediately.
- Approve the International Committee's request to proceed with rescheduling the Train to Win 3 Clinic as outlined in the Train to Win #3 Proforma v11_24 presented to the Board of Directors.

e-Vote failed by the BOD 11.6.2024



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- Approve USAWE Expense Policy & Procedures: 1.5 Expenditures - Reimbursements - Account Transfers Policy and 2.8 Expenditures - Reimbursements - Account Transfers - Refunds Procedures; include both in USAWE Policies and Procedures posted to Corporate Records on usawe.org website

MOTION BY DOREEN SECOND BY PAT MELTON

Motion 3: Ratify the 11.6.2024 Board of Directors (BOD) Decisions by eMail minutes.

→ Motion Passed by voice vote: 12 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent.

TREASURER’S FINANCIAL REPORT – Leesa Nero

MOTION BY LEESA NERO, TREASURER, SECOND BY CHRIS STANKO

Motion 4: Include the Treasurer’s October Financial Report in the November 13, 2024 BOD meeting minutes.

→ Motion Passed by voice vote: 12 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent.

USAWE TREASURERS REPORT

Report for November 13, 2024 Board of Directors Meeting

The month of October 2024 has been reconciled.

Cash Assets as of October 31,2024 are as follows:

- U.S. Bank Checking #1..... \$ 3,554.43
- U.S. Bank Checking #2..... \$ 0.00 (4)
- U.S. Bank Savings Restricted Funds..... \$.08 (1)
- U.S. Bank Money Market \$ 35,204.09 (2)
- Chase Bank Checking..... \$ 896.26 (4)
- Chase Youth Restricted Funds Savings.... \$ 2,192.14 (1)
- Chase Bank CD #1..... \$ 100,000.00 (5) Matures 11.13.24 Interest \$1,099.18
- Chase Bank CD #2..... \$ 50,000.00 (5) Matures 11.10.24 Interest \$ 254.88
- PayPal Bank..... \$ 2,000.00 (3)

Total Cash Funds as of October 31, 2024 \$193,847.00 (6)

Previous Months Cash Funds Reported:

June 6,2024	= \$191,742.30	October 31,2024	= \$193,847.00
May 5,2024	= \$188,742,23	September 30,2024	= \$216,106.35
April 5,2024	= \$189,134.03	August 31,2024	= \$222,576.79
March 8,2024	= \$186.735.01	August 18,2024	= \$217,872.39
February 16,2024	= \$180,516.24	July 11,2024	= \$215,692.59
January 8,2024	= \$184,580.88		
December 26,2023	= \$168,350.10		



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NOTE = Due to submitting these reports in time for each BOD Meeting Agenda these reports, as well as the cash on hand, are based on the latest monthly reconciled bank statement.

- (1) This Restricted Funds account has been set aside for Youth Scholarship Development carried over from 2023 and has been moved from U.S. Bank to new Chase Bank Savings account. This account was closed on October 31, 2024 and will not appear in future reports.
- (2) The Money Market account balance has been reduced to pay the IC T2W#3 refunds in October 2024.
- (3) This is the current balance in PayPal as of October 31, 2024.
- (4) The \$665.00, originally in the Checking #2 account, was moved to Checking #1 and then moved to Chase Bank Checking. Will get with U.S. Bank to close this account.
- (5) Chase CDs are earning interest on the initial CD amounts, but they do not create monthly bank statements for reconciliation for these accounts. Therefore, the interest earned to date will not show up in the cash on hand reports in QuickBooks until after the maturity dates.
- (6) As of this report there are still Expenditure Reimbursement Request forms still in processing for creation, signatures and payment totaling \$11,703.37 that will reduce this balance.

Reports submitted for the November 2024 BOD Meeting to review are as follows:

January - October 2024 Profit and Loss

January - October 2024 Profit and Loss by Class

October 2024 Budget vs. Actual

A&M January – October 2024 Budget vs. Actual

Corporation Admin January – October 2024 Budget vs. Actual

IC Training Camps January 2024 – October 2024 Budget vs. Actual

LOC January – October 2024 Budget vs. Actual

Prof. Dev. January – October 2024 Budget vs. Actual

Youth Dev. January – October 2024 Budget vs. Actual Respectfully submitted,

Leesa Nero, Treasurer

Capital Investment Reserve - Emergency Reserve - Operational Reserve - Youth Restricted Funds – Leesa Nero
Rationale: Discussion on organization's reserves and youth restricted funds.

Certificate of Deposit Renewals: JPMorgan Chase Bank N.A. Certificate of Deposit (CD) #1 (100k+) matures on November 13, 2024 and CD#2 (50K+) matures on November 10, 2024. We have 10 business dates from these dates to let Chase know how to re-invest or renew. Interest rates fluctuate, so are slightly down, but could change as an updated rate sheet is posted on Fridays. If approved, renewing CD#2 for 2 months will allow for additional funds deposit early 2025.



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MOTION BY LEESA NERO, TREASURER, SECOND BY AMIE PERRYMAN, SECRETARY

Motion 5: Renew Certificate of Deposit #1 for 3 months and renew Certificate of Deposit #2 for 2 months.

Motion Passed by voice vote: 12 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent.

At-Large Director 1 Vacancy (Robin Bond's resignation effective 6:00 pm Pacific November 13, 2024) – *Sara Barnwell*

Rationale: Given that Robin Bond, At-Large Director 1 is running unopposed in the 2024 Election for President Elect with a term on Dec 1, 2024 – Nov, 30, 2025, she has remitted her current position as At-Large Director 1 officer position prior to taking her new position as President Elect on December 1, 2024. To avoid a gap in doing business as an organization and since this vacancy is inevitable, we should be proactive and attempt to fill the position in November.

At-Large Director 1 Vacancy Term is November 13, 2024 (6:01 PM Pacific) – November 30, 2025.

(2) current BOD Candidate Statements received by 5:00 pm 11.9.2024 application deadline: Kiki Pantaze (R4-TX) and Amy Star (R2-AZ).

6:01 PM PST A Zoom poll vote was conducted and Amy Star received the majority of votes.

MOTION BY AMIE PERRYMAN, SECRETARY, SECOND BY KIKI PANTAZE, R4 DIRECTOR

Motion 6: Appoint Amy Star, R2 to fill the At-Large Director 1 position for the remaining term (6:01 PM Pacific November 13, 2024 – November 30, 2025).

Motion Passed by voice vote: 11 in favor, 0 opposed, 0 abstained, 1 recused, 1 absent.

Financial Oversight – Policy & Procedures – Tamla Nichols

Status update. Discussed in 9.11.24 and 10.9.24 BOD meeting. Status of **FOC 1.7 Policy** and **2.8 Procedures** for BOD review.

Action Item - FOC chair, Tamla Nichols to send FOC 1.7 Policy and 2.8 Procedures to Jeanne Bond to format and setup a December meeting for BOD to review.

Financial Oversight – 3rd Qtr. Financial Review – Tamla Nichols

Rationale: As required by USAWE Bylaws, a **2024 3rd Qtr. Financial Review** (Jul - Aug - Sep) conducted by FOC in Oct, report due Nov BOD meeting. FOC member Brittney Flowers completed 2024 3rd Qtr Financial Review.

MOTION BY LEESA NERO, TREASURER, SECONDED BY KIKI PANTAZE, R4 DIRECTOR

Motion 7: Acknowledge and accept the 2024 3rd Quarter Financial Review performed by the Financial Oversight Committee.

Motion Passed by voice vote: 12 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent.

Year-End Financial Assessment Audit – Tamla Nichols



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Action Item - Status update. Discussed and BOD approved motion from 10.9.24 BOD meeting. As stipulated within USAWE Bylaws Article X Miscellaneous Provisions > Section 4 Annual Financial Assessment, during the October 9, 2024 BOD meeting (though a BOD approved motion), tasked the Financial Oversight Committee (FOC) to initiate the request of a service to perform a year-end financial audit for presentation to the board.

FOC chair will get additional quotes for a financial review to be presented to BOD in December.

Communications Coordinator – Appointment – Tracey Erway

Action Item - Status update. Discussion from 9.11.24 and 10.9.24 BOD meeting. Status of filling new position. Some progress has been made to identify potential candidates but no applications have been submitted as of yet. [Communications Coordinator Job Description](#) and [Communications Coordinator Candidates](#)

Competitions Committee Chair – Appointment – Tracey Erway

Action Item - Status update. Discussion from 8.14.24, 9.11.24 and 10.9.24 BOD meeting. Status of filling chair vacancy. Kim Hillyer submitted 8.1.2024 resignation as chair (will serve as interim chair & train replacement) and will continue to serve as Competitions committee member No applications yet. We will continue to advertise in all avenues and personal communications to find/fill this position. [Competitions Chair Job Description](#)

Rules Committee Chair – Appointment – Tracey Erway

Action Item - Status update. Status of filling chair vacancy. Jeanne Bond sent an email to the full Board of Directors on Sept 9, 2024 tendering her resignation by the end of 2024. A new appointment is imminent, candidate will submit a statement and an eVote with this item should be expected between the Nov and Dec BOD meetings.

UNFINISHED BUSINESS - CORPORATE

Annual Performance Review & Appointments - All

Action Item - Status update. Status of 2024 Annual Appointment Performance Review due November 30th.

Treasurer, Executive Officer and voting member of the BOD, (per USAWE Bylaws > Article V Full Board of Directors > Section D. Terms of Service); needs an annual appointment to perform duties Dec 1, 2024 – Nov 30, 2024.

Treasurer Assistant, non-voting BOD appointee, (per USAWE Bylaws > Article VI Officers and Staff > Section 7. Clerical Assistant and Staff) needs an annual appointment to perform duties Dec 1, 2024 – Nov 30, 2024.

Leesa Nero, Treasurer

- e- **Kathy Orr**, Treasurer Assistant
- f- **Kris Blacklock**, Clerical & Treasurer Assistant
- g- **Kristine Strasburger**, Clerical Assistant

Performance Review – Treasurer, Treasurer Assistant & Clerical Assistants

Action Item - Status update. Discussed in 10.9.24 BOD meeting. The BOD needs to confirm **Treasurer** Executive Committee appointment to ensure BOD can conduct business December 1, 2024 as annual appointed term is Dec 1st – Nov 30th.

USAWE By-Laws and Policies and Procedures require an annual performance review of appointed positions: Treasurer and Staff (Clerical Assistant and Treasurer Assistant), to be evaluated by the Full Board annually. If performance is satisfactory, the Board shall vote to confirm the annual appointment. If performance is unsatisfactory, the Board shall vote to rescind the appointment and a new person shall be recruited and appointed.



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In accordance with the USAWE Bylaws regarding Annual Appointment Performance Reviews for Treasurer and Staff, below are individual 2024 Performance Review Forms for each position.

BOD to complete individual evaluations and the *Performance Review Team* (Secretary, At-Large Directors, Treasurer and President) to compile results for the November 13 BOD meeting so appointments can be re-affirmed or rescinded.

If performance is satisfactory, the Board shall vote to confirm the annual appointment.

If performance is unsatisfactory, the Board shall vote to rescind the appointment and a new person shall be appointed.

Leesa Nero, Treasurer - 2024 Performance Review Form | [Treasurer](#) Job Description

Kathy Orr, Treasurer Assistant - 2024 Performance Review Form | [Treasurer Assistant](#) Job

Description **Kris Blacklock**, Treasurer Assistant - 2024 Performance Review Form | [Treasurer](#)

[Assistant](#) Job Description **Kris Blacklock**, Clerical Assistant - 2024 Performance Review Form |

[Clerical Assistant](#) Job Description

Kristine Strasburger, Clerical Assistant - 2024 Performance Review Form | [Clerical Assistant](#) Job Description

APPOINTMENTS ARE BEING SCHEDULED IN THE WEEK FOLLOWING THIS NOV BOD MEETING TO COMPLETE THIS TASK. A SPECIAL MEETING OR EVOTE WILL BE COMPLETED WITH RECOMMENDATIONS TO THE BOARD TO APPOINT/REAPPOINT THESE POSITIONS BEFORE NOVEMBER 30, 2024

TABLED - MOTION BY [NAME, TITLE], SECOND BY [NAME, TITLE]

Motion 8: Confirm annual appointment of **Leesa Nero** (R7-FL) as Treasurer (December 1, 2024 thru November 30,2024) per USAWE Bylaws.

TABLED - MOTION BY [NAME, TITLE], SECOND BY [NAME, TITLE]

Motion 9: Confirm annual appointment of **Kathy Orr** (R1-OR) as Treasurer Assistant (December 1, 2024 thru November 30,2024) per USAWE Bylaws.

Appointment – Region 3 Director Vacancy – All

Action Item - Status update. Discussion tabled from 10.9.24 BOD meeting. Status filling upcoming vacancy. R3 Director Chris Stanko remitted position resignation effective Dec 1, 2024. Vacancy Term is December 1, 2024 – November 30, 2025. Continued efforts for filling this position will be made. [Regional Director Job Description](#)

Non-U.S. Citizen Expenditure-Reimbursement Requests – Sara Mackenzie & Leesa Nero

Action Item - Status update. Discussion and task from 9.11.24 BOD meeting. Creation of a non-U.S. Citizen Expenditure- Reimbursement Request Form that was discussed and tasked to be created (after research) during the 9.11.24 BOD meeting discussion to determine what USAWE will require for non-U.S. citizen expense requests (to ensure USAWE captures both IRS and internal expense documentation required for international expenses).

A **non-U.S. citizen version of the Expenditure Request** is NOT (the same form can be used) needed for any non-citizen (annual GIRA software usage (\$5,000) wire to GIRA developer, José Bacelar Lourenço (Portugal), rescheduled and upcoming Train to Win clinics, WAWE Qualifiers, WAWE judges used in Championship shows and for the international clinician expense at the Immersive Education Experience for Licensed Officials - Professional Instructors – Competitors) there is a need for some kind of verbiage or statement/clause to be used when hiring any non-US citizen. Holly Linz will take any suggestions or questions to the immigration



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attorney she is meeting with on or about Nov 20, 2024 if the board would like to submit any verbiage or questions to that attorney, please email R6 Director, Holly Linz asap.

MOTION BY TRACEY ERWAY, PRESIDENT ELECT, SECOND BY AMIE PERRYMAN, SECRETARY

Motion 10: Amend the 12.9.2020 BOD motion “Two officers of the Executive Committee are authorized to approve any new reimbursement or expenditure up to \$500 for non-BOD-approved, non-budgeted items. Any non-budgeted amount greater than \$500 needs full BOD budget approval.” to read: Two officers of the Executive Committee may authorize expenditure requests totaling \$500 or less over a BOD approved committee budget. If any expenditure exceeds committee budget by \$500 or more, the full Executive Committee must approve.

Motion Passed by voice vote: # 13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.

MOTION TO AMEND MOTION 10: LEESA NERO, TREASURER, SECOND BY CHRIS STANKO, R3 DIRECTOR

TO READ: “TWO OFFICERS OF THE EXECUTIVE COMMITTEE MAY AUTHORIZE EXPENDITURE REQUESTS TOTALING \$500 OR LESS OVER A BOD APPROVED ANNUAL COMMITTEE BUDGET. IF ANY EXPENDITURE EXCEEDS COMMITTEE BUDGET BY \$500.01 OR MORE, THE FULL BOD MUST APPROVE.”

Motion Passed by voice vote: 13 in favor, 0 opposed, 0 abstained, 0 recused, 0 absent.

CERA OLSON, AT LARGE 2 LEFT MEETING AT 7:22 PM PST

NEW BUSINESS - COMMITTEES

International – Weighted Scoring and Ranking Model for High Performance Leaderboard – Christy Reich

Discussion: High performance leaderboard formula to avoid USAWE judging conflict-of-interest.

Ethics – Region Director Appointment (due to 2024 Election) – Dan Dahlke

Rationale: Per USAWE P&P > 2.7 Ethics and Appeals > 2.7.1 Committee Membership (pg. 2.7.1), the Ethics Committee consists of committee chair and four to eight members. **One member will be a Regional Director.**

Upon the 11.15.2024 Election Results, Ethics Committee Member **Glynn Hoekstra** (R2-CA) is running unopposed for Region 2 Director. Currently the Ethics Committee’s Regional Director member is **Sara Mackenzie** (R1-WA). Ethics Committee to recommend who will be the **one** Region Director Ethics Committee member to be appointed (or reaffirmed) by the **BOD**.

Due to 2024 Elections, Regional Director appointment to Ethics Committee effective December 1, 2024

NOT BROUGHT TO THE FLOOR -

TABLED – UNNECESSARY Motion 12: Due to 2024 Elections, reconfirm **Glynn Hoekstra** (R2-CA) as the **one** Regional Director member of the Ethics Committee, effective December 1, 2024.

Motion Passed by voice vote: # in favor, # opposed, # abstained, # recused, # absent.

Sara Mackenzie will be stepping down from the Ethics Committee and submitting a letter of resignation, therefor Glynn Hoekstra will be the only BOD Director on that committee.

International Chair – Appointment – Tracey Erway

Rationale: As Interim chair Barbara Price (R2-CA) has proved to be effective and we need a ‘permanent’ chair to be able to approve additional members to support the committee.

MOTION BY TRACEY ERWAY, PRESIDENT ELECT, SECOND BY AMIE PERRYMAN

Motion 13: Appoint **Barbara Price** (R2-CA), as chair of the International Committee, effective immediately.

Motion Passed by voice vote: 12 in favor, 0 opposed, 0 abstained, 0 recused, 1 absent.



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Sara Mackenzie left the meeting at 6:46 PM PST

Rules – 2025 U.S. Rules for Working Equitation – Jeanne Bond

Rationale: Rules Committee has reviewed rule change proposals and WAVE regulations. BOD to approve 2025 U.S. Rules for Working Equitation.

Rule changes were sent 11.3.24 by the Rules Chair to the BOD with the agreed upon process is that IF anyone on the board wants to have something changed (other than a typo or editing correction) it has to be agreed to by consensus of the board.

After BOD approves, both GIRA and Dressage Illustrated need to be revised due to Dressage Test changes and GIRA's Spear Ring bonus point change (reduced from 10 pts. to 5 pts) in Speed trial.

MOTION BY AMY STAR, AT LARGE DIRECTOR 1, SECOND BY SARA BARNWELL, R5 DIRECTOR

Motion 14: Approve the 2025 U.S. Rules for Working Equitation (Revision 8.0).

Motion Passed by voice vote: 10 in favor, 0 opposed, 0 abstained, 0 recused, 2 absent.

Motion to amend motion 14 Approve the 2025 U.S. Rules of Working Equitation (Revision 8.0) as amended; 2.3. Regional Championship Shows "A cattle trial must be offered." To read "A cattle trial may be offered"

Motion Passed by voice vote: 9 in favor, 1 opposed, 0 abstained, 0 recused, 2 absent.

Website – Appointment – Kristine Strasburger

Rationale: As my resignation as Committee Chair has already been sent to the board of directors, I am seeking to move the most qualified member of the Website Committee to the position of Chair of the Website Committee to allow me to transition my duties as soon as possible.

MOTION BY TRACEY ERWAY, SECOND BY CHRIS STANKO, R3 DIRECTOR

Motion 15: Appoint Amie Perryman (R6-VA), currently a member of the Website Committee, to the position of Chair of the Website Committee effective immediately.

Motion Passed by voice vote: 9 in favor, 0 opposed, 0 abstained, 1 recused, 2 absent.

MOTION TO AMEND MOTION 15: BY TRACEY ERWAY, PRESIDENT ELECT, SECOND BY CHRIS STANKO, R3 DIRECTOR

Motion to amend the motion 15: Appoint Amie Perryman (R6-VA) currently a member of the Website Committee effective immediately, to position of **Interim** chair.

Motion Passed by voice vote: 9 in favor, 0 opposed, 0 abstained, 1 recused, 2 absent.

Chris Stanko left the meeting at 7:05 PM PST

President Doreen Atkinson adjourned the meeting at 7:12 PM, PST.

Minutes submitted by USAWE Secretary, Amie Perryman.