Meeting called by: Pamela Jackson

Members Present

Robert Botley
Thomas Williams
Jolene Elkin
Robin Hadley
Yali Li

The meeting was called to order at 1:30 pm.

1. The committee chair will develop a list of documents that must be located and compiled to address Standards 2.11 and 3.10.
2. Mr. Botley and his staff will gather the required information.
3. A subcommittee comprised of the committee chair and the Business and Finance staff was established to assemble the required information.

The meeting was adjourned at 2:30 pm.