Call to Order & Introductions
The meeting was called to order at 9:03 am, a quorum was present.

Item #1: Officer Reports

- Secretary (Dirk Mason)
  - Review/approve Meeting Minutes for August of 2020
    - A motion to approve the August 2020 meeting minutes was made by Mark Schwenn and seconded by Francis Balthazor. The motion was approved unanimously.
  - Post Office box
    - Dirk has not connected with JR to get the combination.
    - Todd may have the PO box combination, he will dig it up
  - Remote Storage
    - Share point or One Drive
    - Dropbox

- Treasurer (J.R. Roethke)
  - Review and approve financial report for August of 2020
    - August 2020 report and account balances:

      Money Market 2: $22,393.87
      Operating: $60,133.86
      Total: $82,527.73

    - A motion to approve the August 2020 Financial Report was made by Dirk Mason and seconded by Mark Schwenn. The motion was approved unanimously.
  - Congrats to JR on daughter’s wedding this weekend.

- Vice President (Jill Elliot)
  - No items for discussion

- Immediate Past President (Todd Greenwald)
No items for discussion

- **President (Francis Balthazor)**
  - Agenda Items
    - Send agenda items one week in advance of the meeting
  - Monthly Column
    - Should have regular outreach
    - Share items with membership
    - Great idea, only problem is logistics

- **Executive Committee Advisor (Mark Schwenn)**
  - No items for discussion

**Item #2: Team Reports**

- **Events Committee (Amy Williamson, Kris Lerdahl-Faust)**
  - Virtual event for December
  - Interview format on how people became involved with facilities
    - Member spotlight/conversation
    - Francis will coordinate with Kris and Amy
  - Francis, Jill and Mark will connect with Amy and Kris to coordinate ideas
  - Holiday Party
    - How to have a socially distant event
    - If in person, would have to be a private event
    - Outdoor venue?
      - Bonfire
    - Mark will do some research
    - How many people are really interested?
  - Francis will reach out to NE Chapter event.

- **Membership and Sponsorship (Matt Tranchita, Peter Devore)**
  - Membership Discussion
    - Todd reported membership details
      - 118 total members
      - 2 new members (within past 30 days)
        - past members that expired and “renewed”
        - 4 expiring (within next 30 days)
        - 13 expired
      - Matt, congratulations on the baby girl!
  - Sponsorship Discussion
    - No discussion

- **Communications (Kelly Everson)**
  - Contact with Kelly
    - Dirk has reached out, no word.
  - Mark Schwenn is going to give Francis a class on how to use the website.

- **Professional Development (Todd Greenwald)**
  - CFM exam Scholarships
    - 2 individuals interested in CFM
  - Francis started a conversation with Jim Zirbel regarding Facilithon. Conversation will continue

**Item #3: New Business**

- No new business.
- The meeting adjourned at 9:38 am.