

New York Coalition for Open Government

Thursday May 9, 2024, 6:30 pm

Via Zoom

Email paulwolf2@gmail.com for the meeting link

Public Comments Are Welcome At Any Time During Our Meetings. Don't Be Shy To Ask A Question Or To Make A Point!

AGENDA

- | | |
|---|--------|
| 1) Meeting Minutes from April 11, 2024 | PG 3-4 |
| 2) Treasurer's Report – 54 total paid members
Balance as of 4/30/24 \$5,224.86 | 5 |
| 3) Draft calendar for 2024 | 6-8 |
| 4) Coalition Annual Meeting | 9 |
| 5) Equal Justice Fellowship Opportunity | 10-14 |
| 6) Public Relations/Education Committee | 15-18 |
| A) Fundraising Ethics | |
| B) Stuart Allen will be hosting our Coalition Social on May 30, 6:30 pm via Zoom | |
| 7) Open Meetings Law Committee | 19 |
| A) Planning a training session on how to make public comments at meetings | |
| 8) Freedom of Information Law Committee | 20-21 |
| A) Final FOIL project report regarding state agencies was released on May 2nd | |
| B) FOIL project regarding City Council public comment policies is under way | |

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C) Working on a FOIL training session that we can have members present in their communities

9) New Business

10) Next Meetings

Open Meetings Law Committee May 16, at 6:30 pm

Freedom of Information Law Committee May 23, at 6:30 pm

Coalition Social May 30, 6:30 pm

Public Relations June 6, at 6:30 pm

Board Meeting June 13, at 6:30 pm

4-11-24 NY COALITION FOR OPEN GOVERNMENT BOARD MEETING

PRESENT ON ZOOM; Annmarie Reeb, Pat Irvine, Robert Godlewski, Courtney Fallon, Wendi Szabo(first time from Royalton), Sue Kelley, Brittany Turner(first time from Texas), Janet Vito, Stewart, Lisa, Michelle Allen, Axel Ebermann, Alberta Roman, Paul Wolf.

Meeting called to order by Paul Wolf, President at 6:32 pm.

NY COALITION FOR OPEN GOVERNMENT BOARD MEETING

MINUTES FROM LAST MONTH; Motion made to accept minutes for 3-14-2024 NY Coalition for Open Government by Annmarie and seconded by Axel. Motion carried.

TREASURER'S REPORT; Janet Vito reported 50 paid members and balance of \$4,951.16 on 3-31-2024. Motion made that Treasurer's report to be accepted by Alberta and seconded by Michelle. Motion carried. Janet requests people have their travel and hotel receipts from Albany trip in so reimbursement can occur. Janet will be donating up to \$120.00 re Albany reimbursement because she did not participate by going.

DRAFT CALENDAR; For informational purposes only about what we have done and what is coming up.

SOCIAL MEDIA POLICY; Motion made to accept the Public Relations Committee's recommendations about two months ago to have some guiding rules for commenting on FaceBook(page 9 of today's attachment) by Michelle and seconded by Annmarie. Motion carried.

AXEL REIMBURSEMENT FOR 2 SUNSHINE WEEK LUNCHESES; Motion made to reimburse Axel \$296.30 for Albany Lunches by Michelle and seconded by Maria. Motion carried.

PUBLIC RELATIONS/EDUCATION COMMITTEE; Axel reporting about successful Albany Lobbying trip by 8 people. Injecting the ideas of play and fun and preparedness was what set our group apart and contributed to success of having needed sign on by necessary Legislator to our Bill Package. Also addressed was member recruitment and retention with suggestion of handing out cards.

Annual meeting coming up with possibility of inviting Guest Speaker John McDonald for 2nd week in May 6:30 pm and recognizing people, such as interns for the work they contribute.

Fundraising work group is active, more to come.

OPEN MEETINGS LAW COMMITTEE; Michelle reporting about revised public comment report due to complaints of inaccuracy.

A training is being planned re how to speak at a public meeting. Paul has been doing research on how to engage public by "building in public" prior to creating training content.

FREEDOM OF INFORMATION LAW COMMITTEE; Maria reported Final FOIL project report of 70 State Agencies close to being complete, started in July. Gov Hochul mandated 70 Agencies to create transparency plans and these are the focus of our report.

On March 28 at 5:30 pm we did a training on hearing officer bill(one of ours). It was recorded.

A new FOIL project is being planned (have 10 volunteers already)where we will request public policies from City Councils(61). Foiling begins 4-12-24 per Annmarie.

NEW BUSINESS; Courtney raised issue of mentoring, partnering and more pizzazz at Albany meetings. Wendi raised issue of executive sessions and Paul related this is the most frequent area of inquiry and often done wrong. (One of our bills would mandate training on FOIL and OML to elected officials.)

Motion to adjourn meeting made by Maria and seconded by Axel. Motion carried. Meeting ended at 7:46 pm.

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Zoom Meeting May 9, 2024

NEW YORK COALITION FOR OPEN GOVERNMENT

Treasurer's Report April 30, 2024

Paid Members = 54 as of 4/30/2024

Bank Balance - as of March 27, 2024		\$5,431.16
Deposit - Bank - Mail-In - 4/22/2024 - \$480.00 (Albany Event 3/12/2024 Donation)		480.00
Deposits - Direct Online Deposits - \$210.00 (4/5/2024-4/30/2024)		<u>210.00</u>
	Total	\$6,121.16

Expenses: Ck #177 - M. Allen-Gregory (Albany Event 3/12/2024)	\$120.00	
Ck #178 - Axel Ebermann (Albany Event 3/12/2024 - 2 Dinners)	\$296.30	
Ck #179 - M. Tisby (Albany Event 3/12/2024)	\$120.00	
	Total	<u>- 536.30</u>

Bank Balance - 4/30/2024 \$5,584.86

(Restricted Donations) -360.00

NYCOG Available Funds 4/30/2024 \$5,224.86

Larry Vito Memorial Fund (Givebutter)

(2023 Restricted Donations) \$360.00 360.00

Check Book/Bank Balance 4/30/2024 \$5,584.86

Janet Vito
Treasurer



New York Coalition for Open Government 2024 Goals

Internal Goals

- Increase membership (93 as of 12/10/23)
- Start Sharing Our Stories Through Videos
- Increase Facebook followers (684 as of 12/10/23)
- Increase Twitter followers (421 as of 12/10/23)

Project Goals

- Increase training sessions on OML & FOIL
- FOIL report regarding public comment policies
- Sunshine Week Event Albany Day
- Annual Meeting
- In person Meetings/Events

January

Board Appointments

Membership Renewals

Op-Ed regarding open government resolutions for New Year

January 1, 1977, anniversary of Open Meetings Law

Plan Sunshine Week Event for March (Albany Day)

Contacting State Legislators

February

Plan Sunshine Week Event for March

Draft Op-ed for Sunshine Week

Plan May Annual Meeting

Contacting State Legislators

2/23 Student Press Freedom Day

March

1st Tuesday in March, National Town Meeting Day

Sunshine Week Op-ed

Sunshine Week Event (March 11 to 15 Sunshine Week)

Forum Re Hearing Officer bill 3/28, 5:30 pm

Plan May Annual Meeting
OML Forum

April

Planning for Annual Meeting
Start gathering info for new FOIL report

May

Annual Meeting

June

July

Op-ed regarding anniversary of Freedom of Information Act
Continue gathering info for FOIL report
July 19-20, 1848 Anniversary of Seneca Falls Women's convention

August

Continue gathering info for FOIL report

September

FOIL report press conference
Sept 1, 1974, anniversary of FOIL
Sept 15th, Democracy Day
Sept 17th Constitution Day, 17-23 Constitution Week
Sept. 28th universal access to information day
Plan member in person meeting for November
Live Streaming Meeting Forum

October

October 17th, School Board Recognition Week
Plan Member in person meeting for November

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November

In person member meeting in Albany

December

End of year review, 2025 goals
Plan Board and Officer elections for 2025

Annual Meeting Agenda

May 15, 2024

6:30 PM

6:30 -6:45

Annual Report Presented by Paul through PowerPoint highlighting what the Coalition is and accomplishments of 2023

6:45 -7:00 Recognition of individuals

Rod Watson – Buffalo News reporter, who recently retired. Rod wrote the first article about the Coalition back in 2017, which helped bring 20 people out to our first meeting. He has been very supportive ever since with articles over the years.

Cory Morris – For taking on open government lawsuits

Mike Franklin – For filing his own Article 78 and winning

David Siffert - Legal Director of STOP, David took the lead to organize and bring together several different organizations to work together as a united effort on FOIL bills.

7:00 – 7:15

Guest Speaker

7:15 -7:30

Paul Wolf

Closing Remarks

Legal Fellowship

Project Description

The public's right to know is being routinely violated across NY State by local elected officials. The New York Coalition For Open Government is seeking to address violations of the Open Meetings Law and the Freedom of Information Law through litigation with the assistance of a legal fellow.

Statement of Need

The New York Coalition For Open Government is the only organization that monitors compliance with the Open Meetings Law and the Freedom of Information Law in New York State.

We have documented in numerous reports large scale non-compliance with the Open Meetings Law and Freedom of Information Law at the local level (county, city, town, village).

In New York, unlike many other states, there is no place for members of the public or news media to turn to address violations of open government laws. The only recourse available is hiring a private attorney at a cost of at least \$250 per hour and an upfront retainer fee of \$5,000.

Most violations of open government laws are not pursued due to the inability to pay the legal fees required. Government officials know that the likelihood of being held accountable for their actions is rare.

There has been a great deal of attention given to the threat of maintaining our Democracy at the national level. One of the key foundations of our Democracy is the right to observe elected officials at the local level conduct business in public meetings provided by the Open Meetings Law.

Another foundation of our Democracy is the public's right to obtain information through the Freedom of Information Law. In New York, these foundational rights are being violated by improper secret meetings and the failure to post meeting documents online as required by law.

The public's right to know is being violated by government officials ignoring such requests, improperly denying them or by unreasonably delaying the providing of information.

The public and news media are losing faith in Democracy at the local level. Having a legal fellow will allow the New York Coalition For Open Government to enforce the public's right to know and to restore some faith in basic democracy at the local level.

Goals

The goals of this project are to bring several successful lawsuits to:

- Bring greater awareness of the open government crisis that exists in New York State through media coverage of the lawsuits
- Address common violations of the law, through new legal decisions that can be used for future education and enforcement
- Utilize court decisions whether successful or not as a basis to identify gaps in the law that can be addressed through new legislation
- Obtain attorney fees to continue funding for an attorney position and future litigation

Timeline

0 to 6 Months – Supervising attorney will get Legal Fellow up to speed regarding the requirements of the Open Meetings Law and the Freedom of Information Law.

Introduce Fellow to Coalition Members, news media and the public.

Supervising attorney will train Legal Fellow on responding to questions from the public, news media and government officials regarding open government laws.

Supervising attorney will train Legal Fellow in sending cease and desist letters to local governments regarding violations of the law.

Supervising attorney will train Legal Fellow in how to get media attention for cease and desist letters.

Supervising attorney will conduct joint training sessions for the public with the Legal Fellow on the requirements of the Open Meetings Law and the Freedom of Information Law.

6-12 Months – Identify local governments that have not complied with cease and desist letters.

Identify a few local governments where the facts and circumstances warrant filing a lawsuit. File one Open Meetings Lawsuit and one Freedom of Information lawsuit.

Supervising attorney will assist Legal Fellow in filing a lawsuit.

Legal Fellow will take over more responsibility in responding to questions from the public, conducting training sessions, sending cease and desist letters.

12-18 Months – Highlight the two decisions received from the lawsuits previously filed.

Address any appeal or attorney fee award issues.

File two more lawsuits.

Continue to send more cease and desist letters.

Continue responding to the public and conducting training sessions

18-24 Months – Highlight decisions from previous lawsuits.

Address any appeal or attorney fee award issues.

Complete previously filed lawsuits.

Continue to send more cease and desist letters.

Continue responding to the public and conducting training sessions

Potential Sponsor Involvement

We welcome the sponsor of our Legal Fellow to be involved in all aspects of this project.

If the sponsor has access to pro-bono attorneys, they can be involved with legal research, drafting of documents, legal strategy discussions and appeals.

Sponsor assistance with conducting and marketing public training sessions and media relations is another opportunity, which we are glad to partner on.

What Distinguishes Our Project

The New York Coalition For Open Government is the only non-profit state wide organization focused solely on the Open Meetings Law and the Freedom of Information Law at the local level.

We are also unique in that we have grassroots support from across NY State with over one hundred dues paying members.

There are organizations that address aspects of government transparency at the state level or that may do one pro-bono lawsuit on occasion. This project would be unique in that its focus is at the local level and the two year project would bring more resources than any other has regarding the Open Meetings Law and the Freedom of Information Law.

Organizations that we have collaborated with in the past that could be additional partners on this project are:

- The University at Buffalo Law School Civil Liberties and Transparency Clinic
- Cornell University Public Policy Program
- Reinvent Albany
- Surveillance Technology Oversight Project
- NY Press Association
- NY Civil Liberties Union
- New York Public Interest Research Group

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Prior Experience Coordinating/Working With Pro-Bono Attorneys

The New York Coalition For Open Government has worked with the University at Buffalo Law School Civil Liberties and Transparency Clinic on a successful pro-bono Freedom of Information Lawsuit.

We have also worked with the University at Buffalo Law School on an Amicus brief regarding a Freedom of Information lawsuit.

New York Coalition For Open Government
Public Relations and Education Group Committee Minutes
Thursday, May 2, 2024 via Zoom

Meeting called to order at 6:33 pm by the Chair: Axel

Members in attendance: Axel, MaryLou, Robyn, Paul C., Ken, Jarrett, Sue, Maria, Julie, Stuart, Sonia and Annmarie.

1. Approval of Minutes April 4, 2024 – Motion by Michelle, seconded by Robyn; All in favor; None opposed; Motion carried.
2. Press Association presentation – Robyn and MaryLou Presented
 - a. Robyn explained about a glitch, no slide projector, but she had copies of the presentation so people could follow along. Provided information on a reporter's positive comments on their presentation. Robyn said picture were taken.
 - b. MaryLou stated it was a good turnout and they aced it. Robyn gave a lot of detail. There were a lot of great questions. It was fun share by both Robyn and MaryLou.
 - c. Axel suggested that we document this for obtaining grants, etc. Explained in detail. Axel will obtain the picture from the Press Association.

Additional comments and congratulations provided by Annmarie, Michelle, Maria and others. Robyn has the PowerPoint presentation that she will provide to Axel.

Axel provided updates on the website and questions the Coalition is receiving. Annmarie informed about upcoming trainings with Project Civica and a future training in the Hamptons.

3. Fundraising Work Group – Jarrett is the co-chair of this group. He provided an overview of what the group is doing. He put up a link to the draft for review.
 - a. Axel explained the Fundraising – Ethics Guidelines Draft and the comments received so far (public facing document). This draft is not in detail.
 - b. Axel asked Annmarie to explain one of her comments. She explained further and offered a suggestion so it would be less confusing.
 - c. Michelle provided her insight on this draft and the board's involvement.
 - d. MaryLou asked about anonymous donations and her concerns. Others also provided their concerns or information on this after an explanation from Axel.
 - e. Michelle addressed money amounts and sponsors.
 - f. Axel and Jarrett will address a rewrite of this draft.

Motion by Michelle to bring the draft to the Board. Seconded by Jarrett. All in favor. None opposed. One abstention – Annmarie. Motion Carried.

- g. Maria asked about the parameters for measuring the conflict of interest. Axel addressed this.
 - h. Sonia asked how the draft was created, because this was amazing. Axel explained this.
4. Member Recruitment & Outreach 2024 – Axel provided an overview of this and what is coming up.
5. Coalition Annual Meeting – Wednesday, May 15, 2024 at 6:30 pm via Zoom. Axel provided an overview and the Larry Vito Award. Michelle provide information about what is forthcoming.
6. Coalition Social – Thursday, May 30, 2024 at 6:30 pm via Zoom. Michelle provided information on the purpose of the Social. Stuart was asked to host it and he accepted.
7. New Business – Axel addressed Grant Writing. Possibly a certification program is one idea and Axel offered the benefits of this.

Motion to adjourn meeting at 7:42 pm by Michelle, seconded by Annmarie, All in favor; None opposed; Motion carried.

Our next meeting is Thursday, June 6, 2024 at 6:30 pm, via zoom. Minutes prepared by Annmarie Reeb.

Fundraising Ethics Guidelines

for The New York Coalition for Open Government, Inc.

Draft 5/6/24

Mission Statement

The New York Coalition for Open Government (NYCOG) is dedicated to fostering transparency, accountability, and the public's right to access information. Our fundraising efforts are intended to advance our mission through advocacy, education, and civic engagement to promote open government across New York State.

The funds will be used for our education, outreach, and litigation efforts.

1) Core Principles

Integrity in Funding:

- NYCOG will maintain its financial independence to ensure unbiased advocacy for open government.
- All fundraising activities will uphold the highest ethical standards, aligning strictly with our mission.

Transparency:

- NYCOG commits to full transparency in its fundraising efforts. Major contributions over \$1000 and their uses will be openly disclosed and accessible on our website.

2) Funding Restrictions

Funding restrictions do not apply to membership fees. The New York Coalition welcomes all individuals and organizations that want to join the organization.

To uphold our integrity and maintain public trust, NYCOG adheres to the following strict donation guidelines:

- **Prohibited Donors:**
 - Politicians or political candidates.
 - Municipalities or government entities and agents.

- Political campaigns.
- Political Action Committees (PACs).
- Any individual or organization with potential conflicts of interest as per NYCOG bylaws.

3) Corporate Donations:

- Donations from corporations must be scrutinized to ensure they do not directly conflict with our advocacy efforts or could potentially influence our policies.

4) Donor Requesting Anonymity:

- Should a donor request anonymity and the donation exceeds \$1000, it must be reviewed to ensure it does not originate from prohibited sources.

5) Fundraising Process and Ethics Guidelines

- **Vetting of Donors:**
 - Thorough screening will be conducted for all potential donors to ensure compliance with our restrictions.
 - A review process will identify any conflicts of interest with corporate donors or significant individual contributors.
- **Board Approval:**
 - All significant donations, particularly those that meet or exceed the financial threshold of \$5000, require the Board of Directors' approval.
 - Any questions regarding the propriety of funds are referred to the Board.
- **Annual and Ad-hoc Reviews:**
 - The Fundraising Ethics Guidelines will be reviewed annually and adjusted as necessary to reflect best practices and changing standards.
 - Ad-hoc reviews may be triggered by significant changes in fundraising environments or legal requirements.
- **Training and Compliance:**
 - Training on these guidelines is mandatory for all members involved in fundraising.
 - Compliance audits will be conducted on a rolling basis to ensure adherence to these guidelines.

Conclusion

NYCOG's commitment to ethical fundraising is vital for maintaining the trust and

support of our community, stakeholders, and partners. These guidelines ensure that our fundraising efforts align with our mission and adhere to the highest standards of integrity and transparency, safeguarding our ability to advocate effectively for open government.

NY Coalition for Open Government
Open Meetings Law Committee
Thursday, April 18, 2024, at 6:30 pm via Zoom

Meeting called to order by the Chair, **Michelle** at 6:34 pm

Members present: Michelle, Robyn, Sue, Stuart, Pat, Maria, Christine, Janet and Wendi S. and Annmarie

Motion by Robyn to approve the minutes of March 21, 2024 and seconded by Sue – All in favor; None Opposed. Motion carried.

1. Public Comment Report – Michelle and Annmarie provided an overview. Annmarie is working on the amended report, separate from the original report.
 - a. Stuart asked about planning and zoning boards. Annmarie thought this would be a great suggestions for a future report but this was not part of this report.
 - b. Stuart asked about additional data.
 - c. Annmarie and Michelle talked about things we learn from our previous reports and the work of our volunteers.
2. Ogdensburg Improper Executive Session – Michelle provided an overview of the problem with the rescheduling of Executive Sessions. They allow for remote participation and during a meeting they went to executive session and closed the remote participation before the end of the meeting. They can't preschedule an executive session.
 - a. Stuart stated that it was for the hiring of a Supervisor. Michelle provided additional information. Stuart is trying to understand the law and the application of this. The local paper said this is how it is. Nobody thought this was a big deal.
 - b. Annmarie provided her input as a former School Board member regarding the closing of a meeting while the board is still in Executive session. Maria and Annmarie shared their experience with Executive sessions in their municipalities.
 - c. Pat addressed the emergency meeting on a Sunday and the reporters – regarding money and outcry.
 - d. Robyn addressed why an executive session can't be on the agenda and provided details.
 - e. Wendi S. asked about training on OML for her village. Michelle, Annmarie and Maria answered Wendi on this. Robyn explained about providing resources.

Several people were involved in this discussion and on the Improper Executive Session.

3. Fulton, NY (Schoharie County) News Article – Eliminating Public Comment by a public body. Michelle explained that this Supervisor eliminated public comment without the board.
 - a. Annmarie explained how each board is different.
 - b. Pat informed of her experience with this and how there is no teeth in the law. We need a law. Maria supported Pat on this issue.
 - c. Stuart would like to see the Naughty and Nice List be more frequent to add pressure. Michelle and others elaborated on this.

Michelle made a motion to create a formula letter that public comment should be allow. Maria seconded the motion. A discussion ensued. Maria pulled the motion to second. The motion failed.

4. Open Meetings Law Forum – Michelle provided an overview. A discussion ensued.

Motion by Michelle to table the Public Comment List to next month, seconded by Robyn. All in favor. None opposed. Motion Carried.

5. New Business – Wendi S. addressed communication between a Town and Village. Comments followed.

Robyn offered a good suggestion about addressing the board.

Motion by Robyn to adjourn the meeting at 7:49 pm and seconded by Maria. All in favor. None opposed. Meeting adjourned.

Next OML meeting is **May 16, 2024, at 6:30 pm, via Zoom**. Minutes prepared by Annmarie Reeb.

New York Coalition for Open Government
Freedom of Information Law Committee Meeting - Minutes
Thursday, April 25, 2024 6:30 PM via Zoom

Meeting was called to order by the Chair, Maria at 6:35 pm.

Attended by: Maria, Pat, Mike, Axel, Michelle, Brittany T., Stuart, Jarrett, Sonia and Annmarie.

Motion by Annmarie to approve the minutes of the March 28, 2024 meeting and Seconded by Pat. All in favor. None opposed, Motion carried.

1. State Agency FOIL Report is ready for release: Need to schedule press conference. Maria suggested the time of Noon. Axel suggested 11 am due to press. Annmarie supported Axel on the time and May 2nd for the date. Agreed to May 2, 2024 @ 11 am. Maria will inform Paul via email.
2. City Council project - 61 cities – requesting public comment policy.
 - a. Pat enlightened us on how she is doing on this project.
 - b. Maria informed on how it is working for her regarding the project.
 - c. Jarrett had a few tricky situations but thinks the project is going great.
 - d. Annmarie provided an overview of some of the positive or negative issues encountered so far and how she can be reached by the volunteers.
 - e. Brittany asked for more details which Annmarie addressed.
 - f. Stuart asked the status of certain results which are not yet known.
 - g. Michelle informed of time limits, holidays, etc.
 - h. Axel explained how difficult it is to get information on FOIL and the people who administer it. Appreciates us going the extra step.
 - i. Sonia asked if a FOIL Officer/Appeal Officer had to be a different person. Annmarie stated yes and explained that the FOIL officer could not be the Appeal Officer, per state law. Also explained our Bill for OML/FOIL training as asked by Sonia.
 - j. Jarrett asked about the tracking of the data. Annmarie explained the importance of all the information.
 - k. Maria addressed a concern of a town not having someone available for FOIL. We shouldn't have to track down the information or a FOIL person.

Additional information was shared.

Robyn and MaryLou to speak at the upcoming Reporter press conference.

3. FOIL Training – Maria provided an overview on FOIL training in our community.
 - a. Annmarie informed that there will be an upcoming OML/FOIL training in the Hamptons that she will be doing with Pat.
 - b. Pat doesn't like to use a PowerPoint but will make the points.
 - c. Maria stated we need a standard presentation for FOIL.
 - d. Annmarie informed how an article 78 pro se might be welcomed as a training.
 - e. Michelle addressed building in public and how this is done in regards to the questions that the Coalition is getting. We need a brand.
 - f. Mike suggested YouTube for training.
 - g. Sonia likes the (Facebook Live) interaction on our page.

4. New Business – Mike suggested new legislation based on timeliness. Requesting records that by the time you receive them the issue has passed or been voted on. Dragging their feet. So you would need to express the legitimate reason why you need it sooner. Maria asked how this could be accomplished? Mike suggested that Paul review this suggestion. Additional information is provided by Michelle.

The city is now filling Mike's FOILs on time since his Article 78 pro se.

Maria would like some training and strategies for the membership.

5. Feedback – Maria addressed how we can provide feedback. Annmarie provided positive feedback to members attending the meeting and to the chair.

The next meeting is May 23, 2024 at 6:30 pm via Zoom.

Motion to adjourn meeting at 7:52 pm was made by Pat and Seconded by Sonia. All were in favor, none opposed, **Motion carried.**

Minutes prepared by Annmarie Reeb