

10/20/2018

# NYSOMOTC

## 2018 Midterm Board Meeting Minutes

Michele Camilleri  
RECORDING SECRETARY



## **NYSOMOTC Midterm Executive Board Meeting**

### **Saturday, October 20, 2018 - Quality Inn Vestal**

1    **The 2018 Midterm Board Meeting was called to order on October 20, 2018 at 8:38 AM by President**  
2    **Susie Smith.**

3    **Chaplain Nita Landes** gave the Opening Prayer.

4    **President Susie Smith** welcomed everyone.

5    **Myriam Lavora and Barbi Cudney** were appointed to the Minutes Approval Committee by President  
6    **Susie Smith.**

7    **Recording Secretary Michele Camilleri** called the Roll: Present: **President Susie Smith, Vice President**  
8    **Lisa Cartini, Treasurer Michele Szatkowski, Recording Secretary Michele Camilleri, Advisor Lorena**  
9    **Cutt, Parliamentarian Mary Grace Roach, Archivist Michele Camilleri, Chaplain Nita Landes,**  
10    **Calligrapher Nita Landes, Club Scrapbook Page Contest Chairman Susie Venditti, Membership Pins**  
11    **Chairman Michele DelleBovi, Midterm Meeting Chairman Michele Szatkowski, MSS Treasurer/Vice**  
12    **Chairman Kathlene Lyman, MSS Committee Member Barbi Cudney, MSS Committee Member**  
13    **Myriam Lavora, MSS Committee Member Linda Redmond, MSS Committee Member Pam Reussow,**  
14    **MSS Committee Member Alternate Vikki Quinn, MSS Fundraiser Nancy Converse, Newsletter Editor**  
15    **Ericka D'Auria, Nominating Committee Member Joanne Czajkowski, Photographer Sharon Atti,**  
16    **Procedure Manual Chairman Myriam Lavora, Research/Twin Data Registry Doreen Greci, State**  
17    **Meeting Co-Liaison: Lorena Cutt, State Meeting Co-Liaison Myriam Lavora, 2018 State Meeting**  
18    **Chairman Lorena Cutt, 2018 State Meeting Co-Chairman Myriam Lavora, 2019 State Meeting**  
19    **Chairman Kathy Brousseau, 2019 State Meeting Co-Chairman Kathlene Lyman, 2020 State Meeting**  
20    **Co-Chairman Mariko Denton, 2020 State Meeting Co-Chairman Renee Orr, State/National Liaison**  
21    **Kathy Brousseau, Unity Project Chairman Jill Cerchia, Ways & Means Chairman Sharon Wetzel,**  
22    **Ways & Means Committee Member Peggy Fiorini, Ways & Means Committee Member Linda**  
23    **Gettings, Webmaster Michele Szatkowski, Website/Social Media Committee Member Michele**  
24    **Camilleri, Website/Social Media Committee Member Lori Connolly, Website/Social Media Committee**  
25    **Member Phoebe Kannisto Past Presidents: Nita Landes, Myriam Lavora, Shirley Savage, Michele**  
26    **Camilleri, Joanne Czajkowski, Mary Grace Roach, Barbi Cudney, Lorena Cutt**

#### 27    **OFFICERS' REPORTS:**

28    **President Susie Smith** gave her report attached. She thanked Shirley Savage for helping plan this  
29    meeting. She had reached out to the Past Presidents who have not attended in a while to introduce herself  
30    and to ask them to update their info. She discussed the donations for deceased members and their  
31    children.

32    **Vice President Lisa Cartini** presented the president with a birthday gift. Report attached. She has  
33    reached out to the clubs that are no longer part of our organization. She reported there are 12 clubs 544  
34    members. Membership is down over last year from 13 clubs.

35    **Recording Secretary Michele Camilleri** gave her report. (attached) She then called for corrections to the  
36    2018 Friday Executive Board Meeting Minutes. Corrections were: Page 4 Line 23 corrected to "Because in  
37    the past 1<sup>st</sup> Time Attendees Meeting has not been well attended, this year,..."



## NYSOMOTC Midterm Executive Board Meeting Saturday, October 20, 2018 - Quality Inn Vestal

1 **"If there are no objections I, President Susie Smith will accept the 2018 Friday Executive Board**  
2 **Meeting Minutes of April 27, 2018 as corrected this day, October 20, 2018 at the 2018 Midterm Board**  
3 **Meeting."**

4 **Recording Secretary Michele Camilleri** called for corrections to the 2018 Sunday Executive Board  
5 Meeting Corrections were: Page 2 line 7 "add the word 'to' after MSS Committee membership"; Correct the  
6 spelling of Ericka throughout"; Page 3 line 3 "change nosh to wish" Page 3 line 15 add a period after the  
7 word continued. New sentence "It was determined that the lack of a microphone was a contributor and that  
8 in the future note paper will be distributed."

9 **"If there are no objections I, President Susie Smith will accept the 2018 Sunday Executive Board**  
10 **Meeting Minutes of April 29, 2018 as corrected this day, October 20, 2018 at the 2018 Midterm Board**  
11 **Meeting."**

12 2018 Saturday General Meeting Minutes Corrected Page 2 Line 13 add an 'after the word funds and take  
13 out the word "the"; Page 4 line add the word "at" after presented; Page 6 Line 1 change chairman to  
14 chairmen; Page 7 Line 5 remove the words "with the"; Page 7 Line 34 correct spelling "performing"

15 **"I, Nita Landes, a member of Westside Suburban MOTC at this NYSOMOTC 2018 Midterm Board**  
16 **Meeting, move a recommendation to present as corrected to the General Membership the 2018**  
17 **Saturday General Meeting Minutes of April 28, 2018." Seconded by Myriam Lavora. Motion carried.**

18 **Treasurer Michele Szatkowski gave her report.** The Opening Balance of the General Fund was  
19 \$7448.43, Total Income of \$2753.00, Total Expenses of \$1680.41 and the Closing Balance of \$8395.89.  
20 There is a \$17.00 overage. Corrected Financial Reports of the General and Eleanor Siegel Funds will be  
21 available in the next President Papers. Eleanor Siegel Funds Opening Balance was \$90.39, Total Income  
22 \$2200.19, Total Expenses \$2000.00, Closing Balance \$230.58. She transferred \$200 from the General  
23 Fund. Minimum balance \$500 required to avoid Bank Fees. **Past President Shirley Savage** pointed out  
24 that the transfer required the approval of the Elected and Appointed Officers, since this was not done it now  
25 requires a motion and approval of the Executive Board. After further discussion it was determined that a  
26 second motion was required to approve the transfer of additional funds so that we can maintain the  
27 required minimum balance to avoid fees.

28 A ten-minute break was called at 9:30 AM. President Susie Smith recalled the meeting at 9:43 AM.

29 **"I, Michele Szatkowski, a member of Greater Rochester MOTC, at this NYSOMOTC Midterm Board**  
30 **Meeting move to ask approval of the Executive Board for the past transfer of \$200 from the General**  
31 **Fund to the Eleanor Siegel Account." Seconded by Pam Reussow. Motion carried.**

32 **"I, Michele Szatkowski, a member of Greater Rochester MOTC, at this NYSOMOTC Midterm Board**  
33 **Meeting move to transfer \$300 from the General Fund to the Eleanor Siegel Account in order to**  
34 **achieve a \$500 balance alleviating unnecessary fees." Seconded by Nita Landes. Motion carried.**

35 **Parliamentarian Mary Grace Roach** gave her report. Attached. She thanked everyone for their thoughts  
36 and prayers and gifts in memory of her daughter, Meghan.

37 **Advisor Lorena Cutt** presented State Meeting Evaluations' report. 59 forms were returned. She gave the  
38 highlights of the report. Attached. Discussion on food allergies and food restrictions and the handling of  
39 this by the hotel. Discussed the use of too many tickets versus the 25-card sheet.



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1 Shirley Savage noted that every report should include the name of the person giving the report presented  
2 on the PowerPoint and the printed report.

#### 3 **STANDING COMMITTEE REPORTS:**

4 **Archivist Michele Camilleri** gave her report. Attached. All files 2 years or older should be turned over to  
5 her except the minutes, directories and Presidential Papers as each chairman gives her copies.

6 **Chaplain Nita Landes** reviewed names of deceased members and their club affiliation. State Reps need  
7 to send in the Chaplain Form to Nita with all the necessary information.

8 **Calligraphy Nita Landes** no report.

9 **Club Scrapbook Page Contest Chairman Susan Venditti** gave her report Theme for the 2019 Club  
10 Scrapbook page contest is "Photo Finish"

11 **Librarian Sharon Witul** not present. No report.

12 **Marie Simmons Scholarship Chair Linda Goldsworthy** not present report submitted and read by  
13 **President Susie Smith**. Attached. She will contact her committee and have a phone conference.

14 **MSS Treasurer/Vice Chairman Kathlene Lyman** reported the Opening Balance was \$5,159.21 Total  
15 Income of \$1,335.00 Total Expenses of \$500.00 and the Closing Balance was \$5,994.21. Report  
16 Attached.

17 **MSS Fundraiser Nancy Converse** read her report and asked everyone to adhere to the deadlines  
18 (3/15/19) for the Calendar. She mailed the calendar to 12 clubs. The 2018 Raffle Income was \$1,735.00  
19 including lottery tickets and calendar raffle.

20 **Membership Pins Chairman Michele DelleBovi** gave her report. Attached. Most of her work is in the  
21 second half of the year.

22 **Midterm Meeting Chairman Michele Szatkowski** reported there were 35 attendees 33 board positions, 7  
23 past presidents, 4 club presidents and 6 state reps. WNY Moms had the most attendees of 8 and Mary  
24 Grace Roach was the first to register. Michele contacted a few hotels in the area but was not able to  
25 schedule a face to face and Shirley Savage stepped in to help. **Past President Shirley Savage** reviewed  
26 the costs of hotel this year and the same hotel for next year and the Holiday Inn Arena in downtown area.  
27 Discussed the different amenities of the hotel this year versus Downtown. You must stay overnight to  
28 receive the free breakfast if not we pay for them. Analysis attached. The options were stay at this hotel  
29 again or go somewhere else. Cost comparison was \$89.95 for the Quality Inn Vestal or \$124.00 for Holiday  
30 Inn Arena. **2020 State Meeting Co-Chairman Renee Orr** asked about the tax exemption. Conversation  
31 tabled until Old Business. It was decided by a show of hands that we would return to the Quality Inn Vestal.  
32 Shirley will check into a multiple year contract but there will be room rate increases. Add line item for  
33 Midterm Expenses (Meeting Room and President's Room as there is no free room offer) potential expense  
34 of \$300 to the budget.

35 Five-minute Break called for at 10:54. **President Susie Smith** recalled the meeting at 11:07 am.

36 **Newsletter Contest Chairman Kristen Pace** not present. **President Susie Smith** read Kristen's report.  
37 Attached



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- 1 **Nominating Chairman Kristen Pace** not present. **President Susie Smith** read Kristen's report.  
2 Attached. Kristen broke down the member clubs into districts and assigned each committee member to  
3 contact the clubs in the area. Requested a date change for the deadline of resumes. Tabled until New  
4 Business.
- 5 **Newsletter Editor Ericka D'Auria** discussed directories and Presidential Papers. She asked that  
6 everyone adhere to the deadlines. Articles are due by October 23, 2018 for the November/December  
7 Presidential Papers. She asked that State Reps email the Presidential Papers in a timely fashion.
- 8 **Photographer Sharon Atti** was taking pictures and was taking individual photos during the breaks. 2018  
9 Photos discs available. She is moving to NC but will continue as Photographer.
- 10 **Procedure Manual Myriam Lavora** gave her report. Attached. All Officers should have a manual and  
11 transfer it with the files. Updates should be added as they are presented.
- 12 **Research/Twin Data Registry Chairman Doreen Greci** distributed the 2018 survey results which were  
13 updated as she received additional survey responses. Attached. The survey for 2019 is 'Naming your  
14 Multiples'. She is working with Kathy Brousseau to set up a program for Twin Data Registry.
- 15 **2018 State Meeting Co-Chairmen Lorena Cutt and Myriam Lavora** gave the 2018 State Meeting Final  
16 Report. Attached. The Overage of \$899.43 was turned over to the 2019 State Meeting Chairmen. First  
17 time attendee overview of the weekend was included so that next year's convention committee could  
18 enhance and include. If more 1's are needed see Nancy McPeak. A check for \$80 was turned over for  
19 registration for the two winners to the 2019 State Meeting Committee.
- 20 **President Susie Smith called the LUNCH BREAK at 11:42 AM. President Susie Smith recalled the**  
21 **meeting at 1:11 PM.**
- 22 **Recording Secretary Michele Camilleri** called the Roll: Present: **President Susie Smith, Vice President**  
23 **Lisa Cartini, Treasurer Michele Szatkowski, Recording Secretary Michele Camilleri, Advisor Lorena**  
24 **Cutt, Parliamentarian Mary Grace Roach, Archivist Michele Camilleri, Chaplain Nita Landes,**  
25 **Calligrapher Nita Landes, Club Scrapbook Page Contest Chairman Susie Venditti, Membership Pins**  
26 **Chairman Michele DelleBovi, Midterm Meeting Chairman Michele Szatkowski, MSS Treasurer/Vice**  
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35 **Co-Chairman Mariko Denton, 2020 State Meeting Co-Chairman Renee Orr, State/National Liaison**  
36 **Kathy Brousseau, Unity Project Chairman Jill Cerchia, Ways & Means Chairman Sharon Wetzel,**  
37 **Ways & Means Committee Member Peggy Fiorini, Ways & Means Committee Member Linda**  
38 **Gettings, Webmaster Michele Szatkowski, Website/Social Media Committee Member Michele**  
39 **Camilleri, Website/Social Media Committee Member Lori Connolly, Website/Social Media Committee**



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**Member Phoebe Kannisto, Past Presidents: Nita Landes, Myriam Lavora, Shirley Savage, Michele Camilleri, Joanne Czajkowski, Mary Grace Roach, Barbi Cudney, Lorena Cutt**

**2019 State Meeting Co-Chairman Kathy Brousseau & Kathlene Lyman** gave their report. They want to sponsor a race at Saratoga Racetrack. **Vice President Lisa Cartini** asked who pays for the expense of the blanket? **2019 State Meeting Co-Chairman Kathlene Lyman** answered the committee pays but the racetrack provides the blanket/or plaque. Various clubs are helping. Should we shorten the luncheon time to 1 hour from 1 ¾ hours? Chemung Valley MOTC is hosting and said it will be a buffet and they will be doing an activity. Question on breakfast for Friday Board meeting would board be willing to pay more for more. The Board agreed we would pay for the additional items for breakfast. Raffles needed 1 per Board Member and 2 per club plus 1 for Chinese Auction. Charity Project Ronald McDonald House coordinated by Linda Goldsworthy. Help is needed with Hospitality. **MSS Committee Member Pam Reussow** suggested we have each club offer time and items. A list was passed for signing up for Hospitality each club for one hour. "Saratoga Scene in 2019" is the theme. After a written request from the 2019 State Meeting Convention Committee for use of the NYSOMOTC Name in conjunction with sponsoring a race at the Saratoga Harness Race Track, the board approved by a show of hands the use of our name on the blanket. The 2019 State Meeting dates are May 3 – 5, 2019.

**State Meeting Co- Liaisons Lorena Cutt & Myriam Lavora** are available to help the next convention committees and will review Third Call when completed.

**State/National Liaison Kathy Brousseau** gave her report. Attached. The theme was "A Message in a bottle." The design for the Multiples of America Convention Journal was created by Mary Grace Roach.

**2020 State Meeting Chairmen Mariko Denton and Renee Orr** reported they are in the planning phase. The dates are April 23-26, 2020. The theme is "Friendship and Focus 2020". They have been fundraising. The hotel is the Buffalo Grand Hotel.

**Twin Photo Registry Karyn Audycki** not present. No report given

**Unity Project Chairman Jill Cerchia** awaiting submissions. She has received 2 items.

**Ways & Means Chairman Sharon Wetzel** gave her report. This year's theme is Race Horses. She will make the tags and each club should list what is inside the basket

**Website/Social Media - Webmaster Michele Szatkowski** reported on the website. We were hacked with an ad that was placed on website. \$195 was spent to protect our website from outside access. This will be an annual expense. SSL Certificate blocks some outside access but an additional program is needed. **President Susie Smith** asked the Executive Board for their approval spending the \$195 for the new protection program for the website. This was approved by a show of hands. **Past President Shirley Savage** pointed out that the Elected/Appointed Officers should always be consulted on all unexpected transactions. **Past President Myriam Lavora** also noted that the By Laws give authority to the Elected/Appointed Officers equally to handle these situations. No blame was assigned or intended. This conversation was to educate.

### Old Business;

**Tax Exempt Issue** Are we allowed to use the local clubs tax exemption at State Meeting? As previously discussed at another Board Meeting, a lawyer was consulted, and we were informed that the system was working, and we were operating within the guidelines of our status. **MSS Committee Member Pam**





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**Reussow** stated that during her convention they did not use their club's exemption because they felt there was no clear guideline. Clubs will use their tax exemptions when hosting state meeting as attendees pay the money to them and the contract confirms that the local club is the host. **2020 State Meeting Co-Chairman Renee Orr** asked why the State Organization has not applied for tax exempt status. **Recording Secretary Michele Camilleri** answered to change our status we must cease to exist as the NYSOMOTC and rewrite our By Laws so that they meet the standard of a 501 3(c) organization. **Procedure Manual Chairman Myriam Lavora** pointed out that the State Organization holds the Midterm Board Meeting as stipulated in our By Laws. No club hosts this meeting and all monies are paid to the State Organization which pays all expenses. A budget item will be added as Midterm Expenses in the amount of \$350 to cover the potential expense of the Midterm meeting room and the President's hotel room for Midterm. **President Susie Smith** asked for a show of hands in agreement to leaving in place the State Organization as the host of the Midterm Meeting. **Newsletter Editor Ericka D'Auria** pointed out that there are two different tax letters, one for tax status and one for Sales Tax exemption.

**A ten-minute break was called at 2:59 PM. President Susie Smith recalled the meeting at 3:13 PM.**

**President Susie Smith** asked if there was still confusion about the tax situation we had discussed before the break. She said there were two matters that were discussed. One was the tax status of the organization and the other was use of tax exemption of a local club at Midterm. **2020 State Meeting Co-Chairman Renee Orr** asked why after the discussion on using a club's tax exemption did not come to a vote. **President Susie Smith** explained that we decided to leave it as is with the State Organization holding the Midterm Board Meeting. She then asked for a show of hands of those in agreement.

**Charitable work at Convention Michelle Burns (Chemung Valley MOTC)** discussed her ideas of what we can endeavor to accomplish. She stated the meeting is too long and uninteresting to younger moms. Social Media is having an impact on meeting attendance. All business should be in the morning and she wanted to add a charitable activity to the afternoon. Something a local club and/or the hosting club are interested in. Work together on an activity to help the charitable organization for the afternoon. Discussion followed. **2019 State Meeting Chairman Kathy Brousseau** stated they will add a charitable activity for Ronald McDonald House during the luncheon. **President Susie Smith** recapped the discussion; the 2019 State Meeting Committee, as well as Linda Goldsworthy and Michelle Burns will formulate the charitable activity for the 2019 State Meeting. Lunch will be from 12 – 2 at the 2019 State Meeting to accommodate lunch and working on the charitable activity for the Ronald McDonald House in Albany. This will help 2020 State Meeting committee with their planning of the luncheon and charitable activity. Third Call will include this information, and this will be discussed at the 2019 Friday Executive Board Meeting. **President Susie Smith** asked for a show of hands, all agreed.

### **New Business**

**By-Laws vs. General Procedure - President Susie Smith** asked if anyone needed clarification on items in the By-Laws vs. General Procedures in Procedure Manual State Reps need to send in the Happenings. **Parliamentarian Mary Grace Roach** felt that we needed to add to the Standing rules the requirements for the Usage of the Logo and Name of the organization. A discussion followed.



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**Nominating Committee Letter/Resume - President Susie Smith** discussed a deadline change for the Nominating Committee Letter/Resume distribution. She stated currently the deadline for these items is July but suggested an October deadline. One reason for this change is the Member Club Directory does not come out until later and the letters may not be going to the correct people. Another reason was the new two-year term of office will allow more time in recruiting for the Elected Officers. It was decided that November 1 will be the deadline for mailing. This is a procedural change. Also added to the procedure will be the responsibility of the Vice President or President to inform the Nominating Chairman or any changes to the Clubs contact information as soon as the information is received. **MSS Fundraiser Nancy Converse** asked that her deadline for mailing the MSS Calendar raffle be changed to November 1 also since she too needs the most current information from the Membership Directory. The Procedure Manual will be updated to reflect the new mailing deadline.

Chaplain Nita Landes had to leave.

**“I, Mary Grace Roach, a member of Nassau County Mothers of Twins Club, at this NYSOMOTC Executive Midterm Board Meeting move to propose to the General Membership to amend Article II, Section 2B ‘adding subsection a. A written request is to be sent to the State President, prior to the Executive Board Meeting. The Executive Board shall approve or deny usage of the logo or the name.’” Seconded by Michele Szatkowski. Motion carried.**

**Membership Pins Chairman Michele DelleBovi** explained that included in the State Rep Packet is the Form to the Chaplain as well as the Super State Rep Guidelines, but it is not in the State Rep procedures in the manual. The Procedure Manual will be updated to include this requirement.

**Audit Committee Procedures - President Susie Smith** noted according to the Procedure Manual the Audit Committee will consist of 4 members but we have had only 2. The wording of the procedure will add “up to 4 members.”

**Electronic Banking/PayPal - President Susie Smith** began a discussion on Electronic Banking PayPal payments options and how we establish an account. A Committee was formed to investigate this matter further. The committee will consist of Parliamentarian Mary Grace Roach, President Susie Smith, Treasurer Michele Szatkowski, 2020 State Meeting Co-Chairman Mariko Denton, 2020 State Meeting Co-Chairman Renee Orr and Merry Chiu, Nassau County POM. They will report back to the Executive Board at the 2019 Friday Executive Board Meeting.

**Guidelines for the Passing of Past Presidents, Executive Board members and their family members - President Susie Smith** asked to establish guidelines in dealing with the passing of Past Presidents and family members of the Executive Board. She asked to streamline the notification process and what we should do. She wanted to put in place a guideline. **Past President Shirley Savage** stated that there needs to be a monetary value included so that it is fair to all. A committee was formed to investigate this matter further. The Remembrance Committee will consist of Past President Barbi Cudney, Procedure Manual Chairman Myriam Lavora, Past President Shirley Savage and Advisor Renie Cutt. They will report at the 2019 Friday Executive Board Meeting.





**NYSOMOTC Midterm Executive Board Meeting**  
**Saturday, October 20, 2018 - Quality Inn Vestal**

1    **Announcements: President Susie Smith** asked that everyone please update their Procedure Manual.

2    **Past Presidents** were called on to give their thoughts and well wishes.

3    Closing Prayer was read by **MSS Committee Member Alternate Vikki Quinn**.

4    **President Susie Smith** adjourned the 2018 NYSOMOTC Midterm Board Meeting at 4:44 PM.

5

6    **Respectfully Submitted,**

7

8    **Michele Camilleri – Recording Secretary**

9

10   **Barbi Cudney – Minutes Approval**

11

12   **Myriam Lavora – Minutes Approval**

13