

Committee Meeting Report Form

Committee Membership Date Oct. 21, 2009

Chair Person Judy Leuthaeuser

Members Present:

Judy Leuthaeuser, Debbie Kubena-Yatsko, Beth McGuire, Sharon Tahajod, Michelle La Mar, and Jayme McCourt
Absent: Billy Ray, Barb Meador

Meeting Summary: (Discussion items, business completed, etc.)

1. Group discussed the openings for the 2010 election and the format of the election slate.
2. Committee attendance of renewal candidates was reported for adding to ballot where available.
3. Procedure for reference checks of new candidates was discussed.

Decisions Made:

1. Election ballot was approved as amended.
2. Committee attendance of renewal candidates was added as available.
3. Reference checks for new candidates will be done via email before Friday.
4. Possible candidates for chair-elect will be contacted this week.

To Do: (Pending items, next steps, person responsible, etc.)

1. Jayme will revise the election ballot as approved by the committee and will email it to all FFC members before the Oct. FFC meeting, along with an email message regarding voting that was written for the committee by Beth.
2. New candidate reference checks will be completed this week by Jayme (Kellie Reed), Judy (Melanie Kasten-Krause), and Beth (Kevin Kauffman and Tonya Martin).
3. Debbie will call potential candidates for the chair-elect position so that the election ballot can be completed by Oct. 26.
4. Beth will present the ballot at the Oct. FFC meeting, informing members to either mail their ballots or to bring them to the Nov. FFC meeting.

Next meeting: Date Wednesday, Nov. 18, 2009
Time 9:30 a.m.
Place Medina Library Room 3A
Report completed by: Judy Leuthaeuser