

Minutes of the Board of Directors of The Spongy Moth Slow the Spread Foundation, Inc.

Meeting Specifics

| | | |
|------------------|---|-----------------------------------|
| Purpose | Time | STS Foundation Board Chair |
| Monthly Meeting | 10:00AM Central | Kimberly Thielen Cremers (MN) |
| Date | 11:00AM Eastern | Location |
| October 11, 2023 | Minutes Approved: November 1, 2023 | Virtual (Teams) |

Proper notice having been duly given to each Board member; a conference call of the Board of Directors was held on the above date.

Board Members 11-OCT-23

| | | | | | |
|--|--|--|---|---|--|
| President: <input checked="" type="checkbox"/> Kimberly Thielen Cremers (MN) | | Vice-President / Treasurer: <input checked="" type="checkbox"/> Joy Goforth (NC) | | Secretary: <input checked="" type="checkbox"/> Carl Harper (KY) | |
| <input checked="" type="checkbox"/> Scott Schirmer (IL) | <input checked="" type="checkbox"/> Phil Marshall (IN) | <input checked="" type="checkbox"/> Tivon Feeley (IA) | <input checked="" type="checkbox"/> Jonathan Shields (OH) | <input checked="" type="checkbox"/> Larry Nichols (VA) | |
| <input checked="" type="checkbox"/> Tim Brown (WV) | <input checked="" type="checkbox"/> Renee Pinski (WI) | | | | |

Others Participating in the Meeting

| | | | | |
|---|---|---|--|--|
| Illinois <input checked="" type="checkbox"/> Nancy Johnson | Indiana <input type="checkbox"/> Megan Abraham | Iowa <input type="checkbox"/> | Kentucky <input type="checkbox"/> JD Loan | Minnesota <input type="checkbox"/> |
| North Carolina <input checked="" type="checkbox"/> Sara Lalk <input type="checkbox"/> James Goethe | Ohio: <input type="checkbox"/> | Tennessee <input checked="" type="checkbox"/> Hannah Hollowell | Virginia <input type="checkbox"/> David Gianino <input type="checkbox"/> Ben Templeton | West Virginia <input type="checkbox"/> Andy Stotts |
| Wisconsin <input type="checkbox"/> Brian Kuhn (WI) | GMSTS, Inc. <input type="checkbox"/> Georgia Brock | US Forest Service <input checked="" type="checkbox"/> Tom Coleman <input checked="" type="checkbox"/> John Kyhl <input checked="" type="checkbox"/> Patrick Engelken <input type="checkbox"/> Derek Puckett <input type="checkbox"/> Chris Hayes <input type="checkbox"/> David Mausel <input type="checkbox"/> Tim Tomon | USDA APHIS <input checked="" type="checkbox"/> Kathryn Bronsky <input checked="" type="checkbox"/> Anthony Man-Son-Hing | Virginia Tech <input type="checkbox"/> Mannin Dodd |
| Michigan State <input type="checkbox"/> Travis Perkins | MPC (Auditors) <input type="checkbox"/> Michael Palazzo | Guests <input type="checkbox"/> Sonia Bruck (USFS SRS) <input type="checkbox"/> Matt Sloggy (USFS FWS) | | |

Whereas, the above noted directors constitute a quorum, and there is no objection to this proceeding, the following business was conducted:

| Agenda (all times listed are in Eastern time) | | |
|---|---|---|
| Time | Agenda Item | Presenter/Facilitator |
| 11:00a | Call to order: Roll call Call for additional discussion items Approval of minutes Grant and budget spreadsheets Audit committee report STS Update, Racemic disparlure APHIS Update Miscellaneous business | Kimberly Thielen Cremers Carl Harper Kimberly Thielen Cremers Kimberly Thielen Cremers Georgia Brock/Tom Coleman Phil Marshall Tom Coleman Kathryn Bronsky Kimberly Thielen Cremers |
| | Adjournment | All |

| Status Update of Grant Agreements and Action Items | | | | | | |
|--|-----------------------|---------------------|----------------|---------------|---------------|--|
| 2022-23 APHIS Regulatory Grant Info as of 03-OCT-23 | | | | | | |
| 2022-23 Regulatory Grant | Awarded | Disbursed | Pending | Deobligated | Balance | |
| Illinois | \$22,600.00 | \$22,600.00 | \$0.00 | \$0.00 | \$0.00 | |
| Minnesota | \$50,000.00 | \$50,000.00 | \$0.00 | \$0.00 | \$0.00 | |
| West Virginia | \$30,000.00 | \$30,000.00 | \$0.00 | \$0.00 | \$0.00 | |
| Wisconsin | \$40,400.00 | \$40,400.00 | \$0.00 | \$0.00 | \$0.00 | |
| Total Regulatory | \$143,000.00 | \$143,000.00 | \$0.00 | \$0.00 | \$0.00 | |
| Item | | | Assigned to | | Due Date | |
| 2022-23 APHIS Regulatory Grant Reporting | | | | | | |
| FSR | (07/01/22 – 12/31/22) | | | | 01/16/2023 | |
| Accomplishment Report | (07/01/22 – 12/31/22) | | | | 01/16/2023 | |
| Final FSR | (07/01/22 – 06/30/23) | | | | 08/15/2023 | |
| Final Accomplishment Report | (07/01/22 – 06/30/23) | | | | 08/15/2023 | |
| 2022-23 APHIS Regulatory Reimbursement Requests Due | | | | | | |
| Period: July 1 – September 30, 2022 | | | IL, MN, WV, WI | | 10/31/2022 | |
| Period: October 1 – December 31, 2022 | | | IL, MN, WV, WI | | 01/15/2023 | |
| Period: January 1 – March 31, 2023 | | | IL, MN, WV, WI | | 04/30/2023 | |
| Period: April 1 – June 30, 2023 | | | IL, MN, WV, WI | | 07/31/2023 | |
| 2022-23 APHIS Regulatory Grant Action Items: | | | | | | |

| Status Update of Grant Agreements and Action Items | | | | | | |
|---|-------------|-------------|---------|-------------|-------------|--|
| 2023-24 APHIS Regulatory Grant Info as of 03-OCT-23 | | | | | | |
| 2023-24 Regulatory Grant | Awarded | Disbursed | Pending | Deobligated | Balance | |
| Illinois | \$22,600.00 | \$22,600.00 | \$0.00 | \$0.00 | \$22,600.00 | |
| Minnesota | \$50,000.00 | \$50,000.00 | \$0.00 | \$0.00 | \$50,000.00 | |
| West Virginia | \$30,000.00 | \$30,000.00 | \$0.00 | \$0.00 | \$30,000.00 | |

| | | | | | |
|--|---------------------|---------------------|---------------|-----------------|---------------------|
| Wisconsin | \$40,400.00 | \$40,400.00 | \$0.00 | \$0.00 | \$40,400.00 |
| Total Regulatory | \$143,000.00 | \$143,000.00 | \$0.00 | \$0.00 | \$143,000.00 |
| Item | Assigned to | | | Due Date | |
| 2023-24 APHIS Regulatory Grant Reporting | | | | | |
| FSR (07/01/23 – 12/31/23) | | | | 01/16/2024 | |
| Accomplishment Report (07/01/23 – 12/31/23) | | | | 01/16/2024 | |
| Final FSR (07/01/23 – 06/30/24) | | | | 08/15/2024 | |
| Final Accomplishment Report (07/01/23 – 06/30/24) | | | | 08/15/2024 | |
| 2023-24 APHIS Regulatory Reimbursement Requests Due | | | | | |
| Period: July 1 – September 30, 2023 | IL, MN, WV, WI | | | 10/31/2023 | |
| Period: October 1 – December 31, 2023 | IL, MN, WV, WI | | | 01/15/2024 | |
| Period: January 1 – March 31, 2024 | IL, MN, WV, WI | | | 04/30/2024 | |
| Period: April 1 – June 30, 2024 | IL, MN, WV, WI | | | 07/31/2024 | |
| 2023-24 APHIS Regulatory Grant Action Items: | | | | | |

2021 STS Trapping and Treatment Grant Info as of 03-OCT-23

2021: Total of \$4,768,007

Grant #: 19-DG-11083150-004 Mod. 4

| 2021 Subgrants to States for STS | Award | Deobligated (subtracted) | Disbursed | Pending | Balance |
|---|-----------------------|--------------------------|-----------------------|---------------|--------------------|
| Illinois STS | \$34,869.00 | \$0.00 | \$34,869.00 | \$0.00 | \$0.00 |
| Indiana STS | \$197,568.00 | \$0.00 | \$197,568.00 | \$0.00 | \$0.00 |
| Iowa STS | \$80,390.00 | \$0.00 | \$80,390.00 | \$0.00 | \$0.00 |
| Kentucky STS | \$44,000.00 | \$0.00 | \$43,162.70 | \$0.00 | \$837.30 |
| Michigan - Calibration fly-in | \$9,000.00 | \$0.00 | \$9,000.00 | \$0.00 | \$0.00 |
| Minnesota STS | \$650,880.00 | \$0.00 | \$619,288.69 | \$0.00 | \$31,591.31 |
| North Carolina STS | \$107,473.00 | \$0.00 | \$89,094.09 | \$0.00 | \$18,378.91 |
| Ohio STS | \$480,660.00 | \$0.00 | \$480,660.00 | \$0.00 | \$0.00 |
| Tennessee | \$40,958.00 | \$0.00 | \$40,958.00 | \$0.00 | \$0.00 |
| Virginia STS | \$675,757.00 | \$0.00 | \$675,757.00 | \$0.00 | \$0.00 |
| West Virginia STS | \$323,910.00 | \$0.00 | \$323,910.00 | \$0.00 | \$0.00 |
| Wisconsin STS | \$681,716.00 | \$0.00 | \$681,716.00 | \$0.00 | \$0.00 |
| Grayson & Perry Proposal SUNY) | \$10,000.00 | \$0.00 | \$5,591.75 | \$0.00 | \$4,408.25 |
| Jon Walter (University of VA) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Subtotal STS Grants | \$3,337,181.00 | \$0.00 | \$3,281,965.23 | \$0.00 | \$55,215.77 |
| Total Funds in Grant | \$5,005,007.00 | | | | |
| Subtotal Disbursed/Pending in subgrants | \$3,281,965.23 | | | | |
| Subtotal Foundation Expenses | \$1,476,685.90 | | | | |
| Total Spent | \$4,758,651.13 | | | | |
| Balance | \$246,355.87 | | | | |
| Obligated but not Spent | \$246,355.87 | | | | |

| Item | Assigned to | Due Date | | | |
|--|----------------------------|--------------------------|-----------------------|---------------|---------------------|
| 2021 STS Trapping and Treatment Grant Reports | | | | | |
| Annual FSR (01/01/21 – 12/31/21) | All receiving funds | 01/29/2022 | | | |
| Annual Performance Report (01/01/21 – 12/31/21) | | 01/29/2022 | | | |
| Final Performance Report (01/01/21 – 12/31/21) | | 07/15/2022 | | | |
| Final FSR (01/01/21 – 06/01/22) | | 07/15/2022 | | | |
| 2021 STS Trapping and Treatment Action Items: | | | | | |
| Items highlighted in green above in the 2021 balance for each state has been deobligated | | | | | |
| Reserved \$890,002.08 for Racemic | | | | | |
| 2022 STS Trapping and Treatment Grant Info as of 03-OCT-23 | | | | | |
| 2022: Total of \$4,412,357 | | | | | |
| Grant #: 19-DG-11083150-004 Mod. 7 | | | | | |
| 2022 Subgrants to States for STS | Award | Deobligated (subtracted) | Disbursed | Pending | Balance |
| Illinois STS | \$109,257.00 | \$0.00 | \$109,257.00 | \$0.00 | \$0.00 |
| Indiana STS | \$230,968.00 | \$0.00 | \$161,235.32 | \$0.00 | \$69,732.68 |
| Iowa STS | \$80,405.00 | \$0.00 | \$80,405.00 | \$0.00 | \$0.00 |
| Kentucky STS | \$44,000.00 | \$0.00 | \$44,000.00 | \$0.00 | \$0.00 |
| Michigan - Calibration fly-in | \$9,000.00 | \$0.00 | \$9,000.00 | \$0.00 | \$0.00 |
| Minnesota STS | \$508,941.00 | \$0.00 | \$508,941.00 | \$0.00 | \$0.00 |
| North Carolina STS | \$107,608.00 | \$0.00 | \$82,784.71 | \$0.00 | \$24,823.29 |
| Ohio STS | \$421,705.00 | \$0.00 | \$236,472.30 | \$0.00 | \$185,232.70 |
| Tennessee | \$88,658.00 | \$0.00 | \$72,213.99 | \$0.00 | \$16,444.01 |
| Virginia STS | \$671,632.00 | \$0.00 | \$529,709.55 | \$0.00 | \$141,922.45 |
| West Virginia STS | \$349,031.00 | \$0.00 | \$349,031.00 | \$0.00 | \$0.00 |
| Wisconsin STS | \$795,214.00 | \$0.00 | \$795,214.00 | \$0.00 | \$0.00 |
| Dylan Parry (SUNY) | \$10,000.00 | \$0.00 | \$3,917.31 | \$0.00 | \$6,082.69 |
| Derek Johnson (VCU) | \$29,983.00 | \$0.00 | \$29,959.57 | \$0.00 | \$23.43 |
| Subtotal STS Grants | \$3,456,402.00 | \$0.00 | \$3,012,140.75 | \$0.00 | \$444,261.25 |
| Total Funds in Grant | \$4,300,944.00 | | | | |
| Subtotal Disbursed/Pending in subgrants | \$3,012,140.75 | | | | |
| Subtotal Foundation Expenses | \$607,770.58 | | | | |
| Total Spent | \$3,619,911.33 | | | | |
| Balance | \$681,032.67 | | | | |
| Obligated but not Spent | \$681,032.67 | | | | |
| Item | Assigned to | Due Date | | | |
| 2022 STS Trapping and Treatment Grant Reports | | | | | |
| Annual FSR (01/01/22 – 12/31/22) | All receiving funds | 01/29/2023 | | | |
| Annual Performance Report (01/01/22 – 12/31/22) | | 01/29/2023 | | | |
| Final Performance Report (01/01/22 – 12/31/22) | | 07/15/2023 | | | |
| Final FSR (01/01/22 – 05/31/23) | | 07/15/2023 | | | |
| 2022 STS Trapping and Treatment Action Items: | | | | | |

2023 STS Trapping and Treatment Grant Info as of 03-OCT-23

2023: Total of \$4,813,741
Grant #: 19-DG-11083150-004 Mod. 9

| 2023 Subgrants to States for STS | Award | Deobligated (subtracted) | Disbursed | Pending | Balance |
|----------------------------------|-----------------------|--------------------------|-----------------------|--------------------|-----------------------|
| Illinois STS | \$297,409.00 | \$0.00 | \$260,887.70 | \$0.00 | \$36,521.30 |
| Indiana STS | \$309,743.00 | \$0.00 | \$157,271.24 | \$0.00 | \$152,471.76 |
| Iowa STS | \$87,267.00 | \$0.00 | \$14,306.23 | \$0.00 | \$72,960.77 |
| Kentucky STS | \$50,642.00 | \$0.00 | \$1,441.39 | \$0.00 | \$49,200.61 |
| Michigan - Calibration fly-in | \$9,000.00 | \$0.00 | \$9,000.00 | \$0.00 | \$0.00 |
| Minnesota STS | \$535,112.00 | \$0.00 | \$32,762.06 | \$0.00 | \$502,349.94 |
| North Carolina STS | \$130,784.00 | \$0.00 | \$7,157.00 | \$14,047.26 | \$109,579.74 |
| Ohio STS | \$371,494.00 | \$0.00 | \$148,998.72 | \$0.00 | \$222,495.28 |
| Tennessee | \$49,733.00 | \$0.00 | \$21,369.63 | \$0.00 | \$28,363.37 |
| Virginia STS | \$586,840.00 | \$0.00 | \$118,566.69 | \$0.00 | \$468,273.31 |
| West Virginia STS | \$430,836.00 | \$0.00 | \$62,702.32 | \$0.00 | \$368,133.68 |
| Wisconsin STS | \$749,777.00 | \$0.00 | \$394,877.15 | \$0.00 | \$354,899.85 |
| Dylan Parry (SUNY) | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 |
| Derek Johnson (VCU) | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 |
| Subtotal STS Grants | \$3,628,637.00 | \$0.00 | \$1,229,340.13 | \$14,047.26 | \$2,385,249.61 |

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| Total Funds in Grant | \$4,813,741.00 |
| Subtotal Disbursed/Pending in subgrants | \$1,243,387.39 |
| Subtotal Foundation Expenses | \$461,098.55 |
| Total Spent | \$1,704,485.94 |
| Balance | \$3,109,255.06 |
| Obligated but not Spent | \$3,109,255.06 |

| Item | Assigned to | Due Date |
|--|----------------------------|------------|
| 2023 STS Trapping and Treatment Grant Reports | | |
| Annual FSR (01/01/23 – 12/31/23) | All receiving funds | 01/29/2024 |
| Annual Performance Report (01/01/23 – 12/31/23) | | 01/29/2024 |
| Final Performance Report (01/01/23 – 12/31/23) | | 07/15/2024 |
| Final FSR (01/01/23 – 05/31/24) | | 07/15/2024 |
| 2023-24 STS Trapping and Treat Funding Requests Due | | |
| Period: January 1 – June 30, 2023 | All receiving funds | 07/31/2023 |
| Period: July 1 – September 30, 2023 | | 10/31/2023 |
| Period: October 1 – December 31, 2023 | | 01/31/2024 |
| Period: January 1 – March 31, 2024 | | 04/30/2024 |
| Period: April 1 – May 31, 2024 | | 07/15/2024 |
| 2023 STS Trapping and Treatment Action Items: | | |

| Assigned Action Items as of 03-OCT-23 | | |
|--|--|--|
| Item | Assigned to | Due Date |
| <p>Tennessee to join the STS Foundation Board: Action: The Board is waiting for SPRO submitted application from TN. Once received, the board will review and vote at the next Board meeting on voting in TN to the STS Foundation Board. It is suggested that Tom Coleman (FS) follow up with TN to see where they might be in the process.</p> <p>Action: Once TN has been added as a confirmed Board Member – the STS Foundation Board will update its documentation – send it to the STS Foundation Board member states for signatures to finalize the process for each state individually.</p> <p>Action (11-OCT-23): Review whether or not to move to our own QuickBooks Online Account or continue with MPC’s sub account, nine (9) months after the transition date.</p> | <p>The STS Foundation Board/Tom Coleman (FS)</p> <p>STS Foundation</p> | <p>In Progress</p> <p>9 months after transition date</p> |

Agenda Item Notes

| Topic | Discussion (all times are listed in Eastern time) |
|---|--|
| 1. Call to order | <ul style="list-style-type: none"> Called to order at 11:00a AM by President Kimberly Thielen Cremers (MN) |
| 2. Roll call | <ul style="list-style-type: none"> Secretary Carl Harper (KY) did roll call and quorum was met. |
| 3. Approval of minutes | <ul style="list-style-type: none"> September 6, 2023, Board Minutes <ul style="list-style-type: none"> Motion by Phil Marshall (IN), Seconded by Jonathan Shields (OH), Approved. |
| 4. Grant and budget spreadsheets (10032023 spreadsheet_final official.xlsx, STS 2024 budget (9-28-23).xlsx) | <ul style="list-style-type: none"> Tom Coleman (US FS) <ul style="list-style-type: none"> The federal government averted the shutdown! Sky Stephens will attend ALDR meeting. 2023 – 2024 Regulatory <ul style="list-style-type: none"> Submit your reimbursement requests through September 30, 2023, for auditors to have. 2023 FS <ul style="list-style-type: none"> Submit your reimbursement requests through September 30, 2023, for auditors to have. |
| 5. Audit committee report | <ul style="list-style-type: none"> Phil Marshall (IN) <ul style="list-style-type: none"> Reviewed the September STS Foundation Board books since the last board meeting, and all were in order. Joy Goforth (NC) <ul style="list-style-type: none"> Tax filings got delayed and once it got all worked out (staff changes within the audit company and email traffic), it was after the deadline and a late fee (\$880) was incurred. Plan is implemented to prevent this from happening in the future. |

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| <p>6. STS Update, Racemic disparlure</p> | <ul style="list-style-type: none"> • Tom Coleman (FS) <ul style="list-style-type: none"> ○ Planning meetings with each state has started today for Slow the Spread. ○ Will work on getting the Washington Office budget numbers for the next year. <ul style="list-style-type: none"> ▪ With increase in suppression and eradication area where will STS fall in the financial process. ▪ Conversations are taking place on the financial process. ▪ APHIS (Kathryn Bronsky) has also been talking and letting those know about the STS program. ▪ Suppression with proper funding helps our program but the suppression funds are for many different programs and not just spongy moth. ○ Quotes for Racemic disparlure ended (September 2023) <ul style="list-style-type: none"> ▪ Received one bid. <ul style="list-style-type: none"> • ATGC Biotech ▪ Quote: \$424,000 for 1,269 KG of Racemic disparlure ▪ Motion to accept the bid. <ul style="list-style-type: none"> • Phil Marshall (IN) moves to accept bid, Larry Nichols (VA) seconds, motion passes. ○ Physical location of Racemic storage at APHIS facility. <ul style="list-style-type: none"> ▪ Pictures were not acceptable, but a video would suffice according to the auditors. ▪ Video created and now to see if it will be accepted by the auditors. |
| <p>7. USDA-APHIS Update</p> | <ul style="list-style-type: none"> • Kathryn Bronsky (APHIS) <ul style="list-style-type: none"> ○ Operating on a continuing resolution and that limits what can be spent. |
| <p>8. Miscellaneous</p> | <ul style="list-style-type: none"> • Discussion Items <ul style="list-style-type: none"> ○ Kimberly Thielen Cremers (MN): Letter of support for funding for research for Ksenia at Virginia Tech <ul style="list-style-type: none"> ▪ Research on SPLAT GM-O review of toxicity in aquatic environments. ▪ No test in the environment at this point. ▪ The goal is to submit for funding to FSPIAP, to research this so that we have information to address such questions. ▪ Support letter from our board would be submitted with the grant proposal documentation to FSPIAP. ▪ Motion to accept the letter of support: <ul style="list-style-type: none"> • Jonathan Shields (OH) moves to accept letter of support with amendment, Phil Marshall (IN) seconds. Motion passes. • Jonathan Shields (OH) moves to amend some text of the letter for more clarity, Larry Nichols (VA) seconded, Amendment passes. |

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| | <ul style="list-style-type: none"> ○ Kimberly Thielen Cremers (MN): Update of Aerial Pesticide Applicator Training <ul style="list-style-type: none"> ▪ Great turnout. The threat of government shutdown loomed but was luckily averted! ▪ 13 states and Ontario, CA ▪ Hosted at AI's Aerial Spraying and all were well pleased with the training. ▪ 80% had less than 3 years of experience in attendance. ○ QuickBooks Online Update <ul style="list-style-type: none"> ▪ Georgia talked to MPC, best time to switch is after audit. ▪ If get online access through MPC it will be cheaper and if we move to another auditor, it is transferrable. ▪ Preference would be to work with MPC. ▪ Action Item: Review whether or not to move to our own QuickBooks Online Account or continue with MPC's sub account, 9 months after the transition date. ○ Annual Meeting of Board in February <ul style="list-style-type: none"> ▪ Meeting location decision for the annual meeting ▪ Raleigh, Greensboro, Charlotte, Wilmington, or Asheville, NC for proposed locations. ▪ Meeting date: February 21, 2024 ▪ Joy Goforth (NC) will put together information for narrowed list of locations (Raleigh and Charlotte, NC) for a final vote. ○ ALDR - Jonathan Shields (OH) <ul style="list-style-type: none"> ▪ Coming up in Morgantown, WV! ▪ 66 registered attendees at this point. ▪ Speakers locked in and agenda is solid! ▪ Look forward to see all in Morgantown! |
| 9. Adjournment | <ul style="list-style-type: none"> • Phil Marshall (IN) made a motion to adjourn, Carl Harper (KY) seconded the motion. The motion passed. • Adjourned 12:18p |

| 2023 STS Conference Call and Meeting Schedule | | |
|---|-----------------------------|-----------------------------------|
| Conference calls are scheduled for the 1 st Wednesday of each month at 10:00 CT/11:00 ET unless otherwise scheduled by the Board President. The call-in was via Microsoft Teams. | | |
| Date | Meeting Type | Held / Cancelled / Pending |
| January 4, 2023 | Microsoft Teams Call | Held |
| February 22, 2023 | Annual Face-to-Face Meeting | Held (Raleigh, NC and via Teams) |
| March 1, 2023 | Microsoft Teams Call | Cancelled |
| April 5, 2023 | Microsoft Teams Call | Held |
| May 3, 2023 | Microsoft Teams Call | Cancelled |

| | | |
|-------------------|----------------------|---|
| June 7, 2023 | Microsoft Teams Call | Held |
| July 5, 2023 | Microsoft Teams Call | Cancelled |
| August 2, 2023 | Microsoft Teams Call | Held on August 14, 2023, due to scheduling needs |
| September 6, 2023 | Microsoft Teams Call | Held |
| October 4, 2023 | Microsoft Teams Call | Held on October 11, 2023, due to scheduling needs |
| November 1, 2023 | Microsoft Teams Call | Pending |
| December 6, 2023 | Microsoft Teams Call | Pending |

The foregoing motions and actions, by unanimous consent, are to have full force and effect as of October 11, 2023, unless otherwise indicated by the Board.

Carl Harper, Secretary