

# MEETING MINUTES

## ADMIN MEETING

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Date: January 9th

Time: 2:15 PM

Meeting called to order by: Helen Karu

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### IN ATTENDANCE

Helen, Sara, John, Gayle

### APPROVAL OF MINUTES

The minutes were read from the December meeting and approved.

### BUDGET

The budget for the current fiscal year was distributed and reviewed at the last meeting. In today's meeting, John made a motion to approve the budget which was seconded by Helen. All present voted in favor of approving the budget as presented.

### REPORTS

Committee reports

- Volunteers
- Newsletter
- Customer support

### NEXT MEETING

Next meeting will be held on February 6<sup>th</sup>

Motion to adjourn was made at 3:15 p.m. and was passed unanimously.