



**MCN Executive Board Meeting**  
**Date: Dec 13, 2017**  
**Location: MATES**  
**Time: 6:00 pm**

**I. OFFICIAL OPENING OF MEETING**

- A. Call to Order
- B. Establishment of Quorum
- C. Mission Statement

**II. APPROVAL OF THE MINUTES & PRESIDENTS' WELCOME**

- A. Action Item: Vote to approve minutes from Nov 8, 2017 MCN Executive Board Meeting

**III. REPORTS OF OFFICERS**

- A. Presidents' Report
  - a. Welcome
  - b. MATES Board Policies
- B. Executive/Assistant Director
- C. MATES Board Member
- D. Staff
- E. Communications
- F. Auditor
  - a. Jan 2017- June 2017 Audit
- G. Parliamentarian
- H. Programs
- I. Fundraising
  - a. Benefit Dinner
- J. Volunteer Coordinator

**V. FINANCIAL**

- A. Action Item: Vote to approve Nov 2017 checks
- B. Action Item: Vote to approve Nov 2017 deposits
- C. Action Item: Vote to release funds:
  - a. Monthly Gift to School- \$300
  - b. Benefit Dinner- \$1,000

**VI. NEW BUSINESS**

**VII. ONGOING BUSINESS**

**VIII. ADJOURNMENT**