



2026 MAS Fall Council Meeting
20 February, 2026, 13:30-15:30 EST, via Zoom

Andrew Herzing	President 2024-2026
Patrick Camus	Past President 2024-2025
Assel Aitkaliyeva	President-Elect 2025-2026
Jordan Hachtel	Secretary 2026-2028
Dale Burns	Treasurer 2025-2026
Megan Holtz	Director 2024-2026
Jessica Riesterer	Director 2024-2026
Aurélien Moy	Director 2025-2027
Debangshu Mukherjee	Director 2025-2027
Andres Marquez Rossy	Director 2026-2028
Shize Yang	Director 2026-2028
Steve Seddio	Commercial Director 2023-2025, M&M2026 Co-Chair
Thomas Lam	ARes 2024-2026
John Fournelle	Archivist since 2010
Brad De Gregorio	Awards since 2020
Josh Taillon	Computer Activities since 2024
Katherine Jungjohann	Education Committee Chair since 2026
Michelle Thompson	Goldstein Scholar Coordinator
Vin Smentkowski	Fellows since 2022
Rhonda Stroud	Finance since 2025
Heather Lowers	International Liaison since 2018
Emma Bullock	Membership since 2020
Joe Boro	Social Media since 2024
Angela Halfpenny	Strategic Planning since 2023
Anette von der Handt	Topical Conferences since 2024
Ed Vicenzi	MAM Editorial Board

In attendance: Andrew Herzing, Assel Aitkaliyeva, Jordan Hachtel, Dale Burns, Jessica Riesterer, Aurélien Moy, Debangshu Mukherjee, Andres Marquez Rossy, Shize Yang, Steve Seddio, Thomas Lam, Brad De Gregorio, Josh Talion, Katherine Jungjohann, Michelle Thompson, Vin Smetkowski, Rhonda Stroud, Heather Lowers, Emma Bullock, Angela Halfpenny, Ed Vincenzi

1. Call to Order – Andrew Herzing

- a. Debangshu, Michelle, and Shize asked to be added to the Google Drive
- b. Andy called the meeting to order at 13:33 EDT

2. Approve Agenda – Andrew Herzing

- a. Assel moved to accept the agenda
 - i. Emma seconded the motion
 - ii. Agenda was approved unanimously by voice vote

3. Presidential Opening Remarks – Andrew Herzing

- a. Andy mentioned that due to the winter lull there would not be much to report and leave time for discussion
- b. Andy introduced several new members of the MAS council
 - i. Secretary: Jordan Hachtel
 - ii. Executive Directors: Andres Marquez Rossy and Shize Yang
 - iii. Education Chair: Katherine Jungjohann
 - iv. Goldstein Scholar Coordinator: Michelle Thompson

4. Secretary Report – Jordan Hachtel

- a. Assel moved to accept the minutes from the last meeting
 - i. Emma seconded the motion
 - ii. Minutes were approved unanimously by voice vote
 - iii. Link to last meetings minutes:
https://docs.google.com/document/d/1D392kU01qG1bTzSaIBFwtYdKuD0h3IzS/edit?usp=drive_link&oid=116634801278802780809&rtpof=true&sd=true
- b. Jordan suggested the possibility of recording future council meetings for AI summary and transcripts
 - i. Emma said she would be fine with transcripts but was hesitant to be recorded during council meetings. Angela supported this viewpoint
 - ii. Jordan agreed to set up transcription for spring council meeting
 - iii. Josh pointed out we should store it on google drive to ensure security

5. FIGMAS Funding Report – Andrew Herzing

- a. Andy said the FIGMAS project to develop new reference materials and a K-ratio database for the microanalysis community had been a success and they were requesting more funding
 - i. Andy gave a brief of project history, noting that MAS has provided seed funding in 2024 for the project
 - ii. Andy reported that initial results were quite successful, and that the project has passed Phase 1 Standards.
 - iii. Andy reported that FIGMAS had requested an additional \$13,000 to scale up the project
- b. Andy opened floor for additional discussion

- i. Shize commented that he had heard positive reports of the project outside of his role as director
- c. Andy asked for a motion to vote on providing the additional funds
 - i. Angela moved to vote for the providing the funds
 - ii. Emma seconded the motion
 - iii. Funding was approved with unanimous voice vote

6. Goldstein Scholars – Michelle Thompson

- a. Michelle introduced herself as ex-director
- b. Michelle reviewed the focus and qualifications for the Goldstein Scholars program
 - i. Focus: Travel to an institution for use of a specific instrument or to a summer school/conference to grow as researcher
 - ii. Qualifications: Must be within 5 years of terminal degree
- c. Michelle explained her own success as a Goldstein scholar as her motivation for taking this position, and that as a PI she encourages her students down to leverage the program as well
- d. Michelle highlighted the plateau in usership and set her primary focus as promotion of the program to pump those numbers up
- e. Michelle suggested this could be accomplished by making slides for talks, posters to place at conferences, and other informational media to distribute
- f. Andy agreed that more advertising was needed. He suggested a twice-yearly email campaign from the MAS, and to make posters at conferences, including one that would be displayed at the MAS booth at M&M

7. Fellows – Vin Smentkowski

- a. Vin introduced himself as a researcher at GE as well as the chair of Fellows Committee which includes Rhonda Stroud, Heather Lowers, John Mansfield and Ed Vincenzi
- b. Vin announced a nomination for David Larson, an atom probe tomography specialist
- c. Vin made motion to council to approve David Larson as an MAS fellow
 - i. Assel seconded the motion
 - ii. Council approved David Larson as an MAS fellow by unanimous voice vote
- d. Vin said he would begin the process to get a plaque for the upcoming M&M
- e. Vin reminded people to find nominations for MAS fellows, but noted that service to the MAS was a required qualification
 - i. Vin gave a url and QR code with links to the nominations page
 - 1. URL: http://microbeamanalysis.org/Fellowship_Nomination
 - ii. Andy noted deadline was not current and asked Vin to update the deadline on the slide
 - iii. Andy asked for council to push for two nominations in this coming cycle
 - 1. Vin encouraged people to look at MAS fellow list and identify people with contributions to the society and field who they felt were missing

8. Treasurer's Report – Dale Burns

- a. Dale reported on the MAS budget as of February 19th, 2026
 - i. Total Approved Budget for 2026: \$84,350.00
 - ii. Total Predicted Expenses for 2026: \$55,762.50
 - 1. He noted that winter is a lull in expenses and the next few months will be worse
 - iii. Total Unencumbered Assets: \$1,147,636.00
- b. Dale mentioned that he couldn't actually find the charitable funds account and wanted access, and that the numbers on his report were based off of his record keeping as opposed to an account balance
- c. Dale highlighted specific payments that he is finalizing/has finalized:
 - i. Society insurance
 - ii. Portal reconciliation
 - iii. MSA Student Council sponsorship
- d. Dale stated his next step was to engage corporate sponsors, and that he's starting early this year because it is a non-linear process and was challenging last year
- e. Andy noted that he thought Dale would be the person with access to the charitable funds account and suggested checking with the previous treasurer.
 - i. Dale said he would take lead on hunting this down and keep Andy informed
 - ii. Josh mentioned a PayPal account that could be related
 - 1. Andy said it was just for accepting money
 - 2. Dale didn't see anything in the PayPal account
 - iii. Heather asked whether liquid assets were separate from charitable funds
 - iv. Rhonda said they were part of the savings account balance and that's why there wasn't additional account
 - v. Dale agreed that Rhonda was correct, but still sought to verify with the previous treasurer to be sure
- f. Rhonda noted a typo on the Schwab account date, but Dale confirmed all the reported numbers are current
- g. Andy mentioned that last meeting we approved joint payment with the MSA for the switch from the VirtualInc database to the Wicket database
 - i. He noted that at some point we will have to pay these costs (\$7,000 for migration, and \$3,500/year for maintenance)
 - ii. He also noted that he has reached out to them several times and had no response, but will follow up again soon
- h. Andy double checked that everything set was set on non-profit forms, Dale confirmed

9. Membership – Emma Bullock

- a. Emma reported the current membership for the MAS
 - i. Total Members: 1,135
 - 1. Emma noted that this number was a little out of date
 - ii. Total MAS Only: 117
 - iii. Total Students: 341
 - 1. Emma noted that this was higher than normal

- b. Emma said she would have a list of all new members ready for the upcoming council meeting.
- c. Emma reminded the council that the MAS offers a hardship waiver for membership dues, specifically designed for those uncertain of funding, and can contact her for more information
- d. Emma asked for suggestions for emeritus/honorary members, and noted that our esteemed past president Pat Camus was the last such member
- e. Emma highlighted some technical difficulties with VirtualInc, concerning monthly reports that are generated automatically.
 - i. Emma said she wasn't able to get in contact with them, straightforwardly but would renew her efforts

10. AReS – Thomas Lam

- a. Thomas announced the highly esteemed tour speakers for the SEMS conference
 - i. Jordan Hachtel from Oak Ridge National Laboratory
 - ii. Lynn Massenburg from Oak Ridge National Laboratory
- b. Thomas said he would contact the tour speakers to get their titles/abstracts
- c. Thomas mentioned the AReS Tour speaker page has now been updated and that all speakers and talks from 2025 are viewable.
- d. Thomas suggested that the MAS should attempt to provide talks on data analysis through HypersPy, life sciences, and the FIGMAS reference sample initiative
 - i. Many members echoed support for a sponsored FIGMAS talk
- e. Thomas said he was currently looking to add new speakers as well
- f. Andy asked where SEMS was and if there was a website set up.
 - i. Thomas said that SEMS would be in Athens, GA between May 11th and 13th
 - ii. Website: <https://sems.microscopy.org/2026-Meeting>
- g. Andy asked if we should try advertising it to increase attendance
 - i. Thomas thought it was a good idea but wasn't sure the right way to do it
 - ii. Andy mentioned that before we advertised it we should make sure that the conference wasn't at capacity and that new invitees would be appreciated
 - iii. Thomas mentioned the program chair was Eric Formo if we wanted to reach out to him directly
- h. Andres said he would talk to the MSA student council to find student speakers for AReS events
- i. Josh interjected at this point to state that he had successfully gotten Google Drive access for all council members who had requested it in response to the requests at the start of the meeting
- j. Vin asked if there was any record about past Tour Speakers and their topics?
 - i. Thomas said finding such information was a good idea
 - ii. Josh brought to attention an offline conversation between Jordan and himself about old .html archives on the Google Drive associated with the old website and that he would look through those

11. Awards – Brad de Gregorio

- a. Brad began by thanking participants of the awards committee, especially the third-year directors, Megan and Jessica.
- b. Brad announced that the Best Paper Awards had been selected for M&M
 - i. Andy said he has already reached out and sent letters to the awardees
 - ii. Brad stated his action items are to get photos and attendance so he could begin on the awards slides and plaques
- c. Andy asked about the Best Paper nominations, and Brad said that they had received a good number of nominations and he was happy with it
- d. Brad initiated a discussion around the Peter Duncumb Award for this year
 - i. There were no new nominations for the Duncumb this year but two nominations had carried through from the previous year
 - 1. Mathieu Kociak from Universite Paris Sud
 - 2. Masashi Watanabe from Lehigh University
 - ii. Brad said that both candidates were qualified but the committee recommended Mathieu for the award
 - iii. Rhonda asked about the proper way to choose the winner of the Duncumb Award as she thought it was chosen by the MAS President
 - 1. Josh consulted the website, where it states that the Duncumb Award was selected by the MAS Council
 - iv. Brad motioned to accept Mathieu Kociak as the Duncumb Award Winner
 - 1. Jordan seconded the motion
 - 2. Mathieu Kociak was selected as the winner of the Duncumb Award by unanimous voice vote
- e. Brad stated his task was to determine travel awards for M&M
 - i. Brad stated that since the M&M abstract deadline had passed that it was now appropriate to reach out to organizers and MSA awards chair to determine candidates.
 - ii. Brad aimed to finalize the awardees by end of April
- f. Brad discussed the cooling towels as swag for submitting Best Paper nominations
 - i. Brad said that last M&M, all towels (25) were claimed. He claimed they were a big success, and all people were happy with the quality.
 - ii. Brad proposed another order for the upcoming and future M&M meetings
 - 1. Brand: Rally Towels
 - 2. Specifications: 32" x 12" microfiber cooling towel, with MAS logo printed at both ends
 - 3. Total Proposed for Order: 150
 - 4. Total Proposed Order Cost: \$1,127.67
 - a. \$965.00 subtotal
 - b. \$109.30 shipping
 - c. \$43.37 credit card charge
 - iii. Andy agreed that the towels were popular and said he didn't believe approval required a vote because the order would be part of the M&M booth funding, and Dale confirmed.
 - iv. Brad said he will make the purchase directly and seek reimbursement later

- v. Dale said Brad didn't have to purchase out of pocket, and that Brad should just forward the invoice to Dale for direct purchase with MAS funds. Brad agreed.
- g. Andy congratulated Brad on the Best Paper awardees as he thought they were of very high quality. Brad noted that he was very happy with their selections.
- h. Andy asked council for recommendations for the 3 Presidential Awards
- i. Andy mentioned that Brad had discussed cycling off as the Awards Chair and asked if that was still his intention?
 - i. Brad said he will stay on for another year but would be willing to cycle off if somebody else wants it.
 - ii. Andy said he would be the awards chair for the remainder of the year, but that it might be appropriate to have someone else move into the position, suggesting a 3rd year director.

12. Computer Activities – Josh Taillon

- a. Josh had no updates on computer activities
- b. Josh reminded all council members to reach out to him for Google Drive access, and apologized for some brief down time
- c. Andy asked if Josh had updated all new members on the Google Drive, and Josh confirmed.

13. Social Media – Joe Boro

- a. Joe was not in attendance

14. Education – Katherine Jungjohann

- a. Katie introduced herself to the group, highlighting her own experience at Meal with a Mentor in 2009/2010, stating that it was very impactful
- b. Katie gave some background on herself as a researcher, highlighting her time at Sandia and now at NLotR
- c. Katie discussed the handover conversation with former Education Chair Mary Scott and said she had yet to receive some key documents about Mary's efforts and that she would follow up to attain those.
- d. Katie stated her main goal as the new Education Chair was to try to expand the Meal with a Mentor program
 - i. Katie aims to increase the number of students from 100 to 120
 - ii. Katie is going to reach out to the MSA Student Council to coordinate advertisement and promotion of the program
 - iii. Katie wanted to work with the MAS FIG to help promote the program as well, as she had spent time as an MSA FIG chair and had experience with coordinating student engagement in FIGs
 - iv. Katie mentioned that she has a program at NLotR that matches students with relevant mentors and wanted to incorporate that same idea into the Meal with a Mentor program so that relationships established there could extend beyond the meeting.

- v. Katie said that she was open to suggestions and ideas for the rest of the council

15. Finance – Rhonda Stroud

- a. Rhonda announced new members of the MAS Finance Committee: John Konopka and Albina Borisevich. She thanked outgoing member Jim McGee and announced that Pete McSwiggen would continue on in his role.
- b. Rhonda mentioned that she has been on the finance committee since 2014, and was willing/eager for someone to take over the role as Finance Chair.
- c. Rhonda gave an overview of the MAS investment portfolio.
 - i. She noted that \$90,000 had been added to the account in 2015, and \$100,000 had been added in 2022, because the money was excess in the checking/savings account and was not earning interest
 - ii. She also noted the Schwab account had 10.54% growth in 2025, and had been stable through corrections in the market, which is excellent performance for moderate risk portfolio
 - iii. Final end balances: \$952,370.63 as of 12/30/25, \$976,836 as of 02/19/26
- d. Rhonda reiterated the investment policy statement, and the different distributions.
 - i. Three distributions: large cap, mid/small cap and foreign. Goal is to keep investment equities between 35-65%.
 - 1. Total investment equity at 57.4% currently
 - 2. Bonds are at 34.1%
 - 3. Money market liquid funds at 8.5%
 - ii. She reported that the Finance Committee had discussed rebalancing the portfolio to be more defensive against an AI bubble, but that they had ultimately decided since they were within the guidelines to not change anything. However, they would monitor the stock fund distribution, and are considering rebalancing towards the mid cap.
- e. Rhonda stated that they are not choosing any alternative investment strategies such as hedge funds or real estate
- f. Rhonda stated that an income of 10% per year on average generates \$90,000 a year in passive investment income, counting inflation it's closer to 8%
 - i. She mentioned that we have to be careful about stock piling money so we may have to spend some of this excess income. While she wants to keep emergency funds, she believes we should be investing this
 - ii. Have safety fund for emergency funds, doesn't want to spend down kitty, but we should be taking advantage to invest back into the society.
 - iii. She suggested that the Strategic Planning Committee use ~\$40,000 a year of this passive income to improve the society
 - iv. Andy agreed, but said that the whole council should weigh in on the spending not just the Strategic Planning Committee
 - 1. Emma said she would be happy for the hardship waiver program to be expanded with these funds and would look into how many people have utilized it to date to determine how much it should be expanded.

16. Strategic Planning – Angela Halfpenny

- a. Angela stated that she is happy to take the ideas from the council for what to do with the excess income and to propose them during this meeting.
- b. Angela suggested offering discounted M&M registration to people who had their funding cut this last year
 - i. Suggested discount registration rate: \$297 (current postdoc rate)
 - ii. Suggested number of discounted registrations: 5
 1. Jordan asked if 5 was too low, Angela agreed but wasn't sure how much or how little interest there would be and was unsure of how many discounted registrations would be appropriate.
 2. Andy said keep it to 10 for now and to revisit this number next year
 - iii. Angela also wanted to establish clear rules for eligibility
 1. Option 1: Loss of employment between this M&M and last.
 2. Option 2: Loss of funding between this M&M and last
 - a. Angela noted this was challenging as the total funding lost could impact different researchers more than others and some without hardship could leverage standard ends to funding cycles for discounts without actually experiencing hardship
 - b. Angela said applicants would need to report how much grant funding they have, and how much they lost, and suggested a 20% reduction as the qualification for discounted registration
 - iv. Angela emphasized the need to advertise and asked for maybe a social media campaign and inclusion on the MAS and M&M websites
 1. Andy agreed that it would be good to include on the M&M but wasn't hopeful that it could be done in time for the upcoming M&M
 - v. Emma agreed that the discounted registration was a good idea, but asked about the timeline for registrants requesting the discounted rate, as she wasn't sure if there was sufficient time before the meeting to roll it out for the upcoming M&M
 1. Angela said that while registration is open already, in the future the deadline could be before early bird registration opens
 2. Andy thinks the timeline for this year depends on whether or not we can get a mention of the discounted rate on the M&M website
 - vi. Josh asked for statistics on the hardship waiver, to determine the potential number of discounted registrations
 1. Emma said that she has access to this information but hasn't publicized it. She said she can tally it in the future.
 - vii. Josh pointed out the postdoc rate was still high for people who lost funding and suggested we drop it all the way to the student rate (\$218). Brad and Angela agreed
 - viii. Andy said in order to incorporate the initiative this year we have to determine the schedule and find the mechanism by which the discount is offered

1. Josh mentioned that due to the hardship waiver that the infrastructure is already in place
- ix. Josh asked if this is a one-time discount or if you would be eligible for multiple years. He also asked if you have to be a member at the time of your lost position/funding.
 1. Angela said you have to be a member in good standing at the time of the lost position/funding.
 2. Angela also said that in the hardship waiver description there is language that says you can only get hardship waiver twice, and not in consecutive years. She suggested the same principle should apply to the discounted registration
- x. Dale suggested that in the initial year that it might be better to only give discounted rates to people who lost jobs just to simplify the process
 1. Angela countered that funding loss is just as devastating for conference travel
- xi. Jordan suggested that the students could get free registration if they lost their funding, and senior staff would get student registration
 1. Josh pointed out that due to the flexible nature of funding, and the fact that students can be switched between projects, that it would be easy for PIs and students to claim students lost funding dishonestly
 2. Andres said that if students don't have money for registration they also won't have money for hotels/flights, and he thinks you wouldn't get a lot of student takers. He also suggested that we could speak to Lynn (Massenburg) and the Early-Career Committee to see if there was something they could do.
 3. Angela also pointed out that there were lots of travel awards for students but not a lot for mid-career researchers, so this type of discount was less impactful for them.
 4. Overall, everyone agreed to not include free registration for students
- xii. Andy asked for a draft policy by next meeting
- c. Angela provided a secondary suggestion for buying software and providing licenses to MAS members
- d. Angela asked about the conference hotel rate, which was too expensive for a lot of researchers, and asked if there was a way to negotiate better with hotels.
 - i. Rhonda explained that the societies specifically choose the cities with the lowest hotel costs. Moreover, the hotel rates locked in 3 years in advance, and that it is a package with the convention center. So, if we book fewer hotel rooms or fail to fill them the convention center costs go up. Overall, there is not a lot of leverage for the societies over the hotels.
 1. Rhonda also mentioned that Milwaukee was a special case because the 2021 M&M in Milwaukee was cancelled, and the societies saved money by agreeing to come back in 2026.

17. International Liaison – Heather Lowers

- a. Heather provided a brief update on the AMAS meeting in Melbourne that had just returned from
 - i. Heather announced that former AMAS President Will Rickard is stepping down to secretary, and former AMAS Secretary Karen Privat is stepping up to president.
 - ii. Heather highlighted that the workshops were very well attended, giving the feeling of a topical conference.
 - iii. Heather reported that 100 attendees stayed for 3 day plenary session.
 - iv. Heather highlighted MAS members in attendance: Heather Lowers, Steve Seddio, Paul Carpenter, Ed Vincenzi, Nicholas Ritchie, and Nestor Zaluzec
 - v. Heather mentioned that at the AMAS meeting a student chosen to attend M&M
 - 1. Steve said he will work with symposium organizers to incorporate the abstract into the M&M program even though the abstract submission had passed
 - 2. Heather asked if the AMAS student speaker would have an invited or contributed talk. Steve said it would likely depend on which session it went into.
- b. Heather gave a brief update on IUMAS in Xian, China this May
 - i. Heather said that IUMAS was still looking for platform speakers and ECS scholars and requested suggestions.
 - ii. Heather reported that the IUMAS registration was \$600
- c. Heather gave a brief update EMAS in France this June
 - i. Contributed talk abstract submission deadline has past
 - ii. Poster abstract submission deadline is April 15th
- d. Heather reported that international sentiment favored not traveling to the US, which might affect attendance numbers
 - i. Angela also mentioned that due to IMC in the UK in August/September that this would also affect US travel numbers
- e. Andy reported he was able to select ECS for EMAS, but had not been able to find any to send to AMAS
- f. Andy initiated a discussion about establishing stronger relations with the Brazilian Society for Microscopy and Microanalysis
 - i. Andy suggested that we should get the Brazilian Society President to present at the next council meeting
 - ii. Ed asked which institution the president was at, as he was heading down to Brazil and could potentially meet with them, but Andy didn't know

18. Topical Conferences – Anette von der Handt

- a. Anette was not in attendance

19. M&M Journal Rep - Ed Vincenzi

- a. Ed reported that M&M is the #1 journal in the microscopy subfield by a factor of 5 in terms of number of papers

- b. Ed mentioned that in 2025 there were discussions on AI plagiarized materials, but MSA declined to license through Oxford to aggressively pursue such matters

20. M&M 2026 Update/Sustaining Members – Steve Seddio

- a. Steve reported on progress for M&M 2026
 - i. Total Abstracts Submitted: 1026 abstracts submitted,
 - ii. Active Abstracts: 96
 - iii. Total Abstracts in 2025: 1062, so there will probably be more this year.
 - iv. Most symposia have tens of abstracts, with a few that have very little and may get merged into other symposia
 - v. There are approximately 60 unassigned abstracts that will be assigned to a symposium or rejected
- b. Steve mentioned he performed a virtual walk through of the convention center, and has been there before, and it is massive
- c. Steve mentioned that the plenary talks will be given by Tom Kelly and Wah Chiu
 - i. Andy mentioned that MAS pushed heavily for Tom Kelly to be awarded the plenary talk to represent microanalysis at M&M
- d. Steve mentioned that the other Conference Chair, Mitra, was also trying to add panel discussion of industry experts to the plenary session

21. Sustaining Members – Steve Seddio

- a. Steve reported that 6 sustaining members have renewed, and that while others haven't, he expects them all to have renewed by M&M
- b. Angela said she spoke to a high-ranking person in Struers and believes she can get them to commit to be

22. Next Meetings – Andrew Herzing

- a. Andy mentioned the spring council meeting in May and the summer council meeting just before M&M
- b. Andy breezed through this and asked for further talk (we did skip sustaining members)
 - i. Steve said 6 have renewed, others haven't but expects all to renew by M&M
 - ii. Angela says she spoke to a high ranker from Struers and believes they will commit to be sustaining members
 - iii. Andy asked some questions about a lack of communications with sustaining members, Nanospective. Steve said they are in good standing and that there was no reason to follow up with them.

23. Adjourn – Andrew Herzing

- a. Andy asked for a motion to adjourn
 - i. Emma motioned to adjourn
 - ii. Angela seconded the motion
 - iii. Meeting was adjourned by unanimous voice vote at 15:23 EDT