Meeting Minutes

October 26, 2023

Members present on Teams: Belinda Waters, Will Stewart, Vicente Martinez, Traci Campos, Joann Craze

1. Call to Order at 0801- Waters
2. **2024 Officer Elections:**
	1. Election process:
		1. Officer elections were done via email
		2. Email was sent to all chapter members for nominations on 10/07/2023 with deadline of 10/14/2023.
		3. Email sent with ballot using Microsoft Teams Form for anonymity on 10/14/2023 with deadline of 10/25/2023. Meeting scheduled for today to finalize and announce election results.
	2. Election Results:
		1. 2024 President- Elect – Vicente Martinez unanimously
		2. 2024 Secretary Traci Campos with one write-in candidate
		3. 2024 Treasurer – Belinda Waters unanimously
		4. 2024 Director – Chris Simpson unanimously

Will Stewart will be 2024 President

1. Open Forum
	1. Next meeting November 16, 2023 at 1730 at CMC ED.
	2. Discussion regarding CPA delayed/lack of response in 2022 and 2023. Belinda will review 2022 invoice/check for preparation of 2021 990-EZ form as this was also charged this year. If so, will speak with Justin to revise invoice for $350. Discussion regarding getting information from at least 3 CPAs/firms who do 501 (c) (3) businesses and projected annual fee. These will be presented at the November meeting. Will to investigate use of Quicken or Quickbooks and need to purchase for the chapter laptop.
	3. Will to develop formed letter requesting national ENA provide Texas chapters with license for Microsoft Teams since chapters have same requirements as states. We will finalize letter to Texas ENA with this request.
	4. Will discuss increasing TNCC/ENPC fees and present proposed 2024 Budget for approval at November meeting.
	5. Belinda will send email to current committee chairs/co-chairs to see if they plan to continue position in 2024 and will discuss in November meeting.
2. Meeting Adjourned at 0859 CST