MEMBERS PRESENT: C. Daly, J. Taubel, A. Rassmussen, K. Demick

MEMBERS EXCUSED: D. Wright-Racette

At 2PM, in the absence of a Chair, the meeting was called to order by the Secretary.

The Secretary paused for public comments. None sought recognition in this regard.

The Secretary reviewed the requirements under Wisconsin Open Meetings and Records laws.

The Secretary opened nominations for the position of Chair of the Committee. Unanimous consent was heard for Karen Demick to serve as Chair for the term of the Committee.

Chair Demick opened discussion on the timeline and procedures going forward. The Secretary reviewed the timeline and the type of award nominations the committee will evaluate. Discussion was heard from committee members regarding the methodology and strategy of reviewing voluminous nominations.

At 2:45PM, a motion to adjourn was heard, as was a second. All in Favor. MOTION CARRIED.

Minutes prepared and submitted by: J. Lease / Sec.