

Monocacy Montessori Communities, Incorporated (MMCI) Board of Trustees (BOT)
Wednesday, October 26, 2022 @ 7:00 p.m.

Virtual Meeting: meet.google.com/fcv-mjvy-utv
Join by phone: +1 346-808-1766 PIN: 378 965 061#

Voting Members

- ~~Diego Alvarez, Treasurer~~
- ~~Molly Carlson, CCM Parent Trustee~~
- ~~Julie Clark, CCM Parent Trustee~~
- ~~Nichole Dowlearn, MVM Parent Trustee~~
- ~~Tara Dunsmore, BOT President~~
- ~~Michael Beth Edwards, CCM VP~~
- ~~Elise Goodwin, MVM Parent Trustee~~
- ~~Ellie Landru, MVM VP~~
- ~~Jessica Lawrence Wujek, MVM Parent Trustee~~
- ~~Kathleen Luttrell, Friend of Ed~~
- ~~Jennifer Mayo, CCM Parent Trustee~~
- ~~Kelli McIntosh, BOT Assistant Treasurer~~
- ~~Meggan Sombat, BOT Secretary~~

Non-voting Members and Principals

- ~~Nikki Burgee, CCM GC Chair (Non-voting Member)~~
- ~~Amy Dorman, MVM Principal~~
- ~~Marilyn Horan, CCM Principal~~
- ~~Jen Kuhn, MVM GC Chair (Non-voting Member)~~
- ~~Brandon Sowers, MVM Assistant Principal~~

Regular Meeting Agenda

1. Call To Order 7:00 p.m.

Tara Dunsmore called the meeting to order and started the recording at 7:05pm.

2. Welcome/Introductions 7:02 - 7:05 p.m.

Tara introduced the board members present and attendance was taken.

3. Community Comments

7:05-7:10 p.m.

There were no community comments this month.

4. Consent Agenda Items

7:10-7:12 p.m.

- [EVOTE for Appointment of BOT Assistant Treasurer](#), Kelli McIntosh, closed on 10/8/22 - **MOTION PASSED with 9 Aye and 3 did not vote.**
- [EVOTE for Approval of September 2022 MMCI BOT Meeting Minutes](#), closed on 10/25/22 - **MOTION PASSED with 9 Aye and 4 did not vote.**

Meggan Sombat read the consent agenda items.

5. Member & Committee Advance Reports and Updates

7:12-7:37 p.m.

- [MMCI President Report](#) - 5 minutes (Tara Dunsmore)

Tara submitted a written report. She had an intro call with our Borrower's Council. We are working with multiple attorneys. Over the next 6 + months there will be times when every board member must sign contracts or we may need a unanimous vote to allow Tara to sign. Tara said that she wanted to make sure that the expectation is clear up front: **it is critical that every BOT member follows our Evote and Email policy. Members are required to check email once per day Monday through Friday, and during the remainder of the facilities purchase process, it may be necessary for members to be available on weekends. If any member will be offline for longer than 24 hours, you must notify the BOT Secretary.**

Tara said that she understands and respects that we are all volunteers, and she stressed that our facilities purchases may be delayed or disrupted if board members are not available. Tara said that this process will require a considerable amount of time, and asked for support from other members. Facilities will be the priority for the next number of months.

Tara said that Executive Committee members have specific responsibilities, and that Parent Trustees may pick an area of interest. The following committees that have urgent need for volunteers: the Programs Committee needs a Chair (this committee establishes and monitors contracts, and makes sure that we are providing enrichment opportunities for students, as is in our charter); the Lottery Committee needs an additional Administrator and a Committee Chair for setting up quarterly meetings and keeping on top of policy. Please reach out to BOT President or Secretary with interest.

- BOT Treasurer Report - 5 minutes (Diego Alvarez)

Diego Alvarez said that standard reports were provided. There are more expenses for facilities and legal recently, which is expected. Later he will present information about changing banks.

- [MMCI Financial Report 9/2022](#) (access restricted)
- [MMCI Finance Summary 9/2022](#)

- MMCI Facilities Committee Update - 5 minutes (Tara Dunsmore/ Molly Carlson/ Elizabeth Landru)

Molly Carlson presented her screen with an overview for the Facilities Update. The Facilities Committee is involved in hours of meetings a month with experts in the field. For MVM, the total project cost is 15.75 million, for purchase price and renovation. The target closing date is 3/31/23. We are well qualified for financing; looking at 40 Year Bond Financing; working with conservative estimates. Interest rate is currently 6%, which impacts the affordability of the project. MVM has a signed contract to purchase their property, going through the city zoning text amendment process, and going out for bids for financing.

CCM's total project cost is 9.5 million, for a smaller facility. The target closing is summer 2023. CCM is looking at the same financing products; waiting to see who the elected official will be in January to approach for a text amendment for their property. CCM is close to having a signed contract, and is in ongoing discussions with the seller. Same financing timeline as MVM; hopeful to have a complete project cost estimate by the time MVM closes.

Molly said that because the project is likely to happen, the facilities committee agreed that the funds are worth investing.

The main service providers we are working with are Legacy Impact Capital, our project management group; Campanile Group, our financial advisors; McCurdy, Dean & Graditor, our legal counsel for zoning projects. Other financing entities include: Issuer, Borrower's Counsel, Bond Counsel, Underwriter, and Underwriter's Counsel.

Tara added that for MVM, Legacy Impact Capital is also subcontracting for a Civil Engineer, Traffic Engineer, and Architects, and they are managing those pieces.

- MVM High School Grant and Planning Update - 5 minutes (MVM HS Committee)

Amy Dorman said that the MVM High School Committee is working on Promotional Materials including an info sheet and a brochure. Both Virtual and In-person HS Info Sessions have been scheduled, and outreach will begin soon to county schools and private schools.

The High school committee interviewed a consultant, Seth Webb. He sent a proposal for consultation services through June, and Amy plans to recommend using his services.

The September Grant workbook was filed with MSDE by Amy O'Connor and Tori McCarthy. The quarterly report is due at the end of October, and Amy Dorman is working on that.

Tara said she is standing by to work on website updates for High School. Amy asked to meet on a Thursday or a Friday.

ACTION ITEM - Update MVM Website with High School Info (Tara Dunsmore/ Meggan Sombat/ Amy Dorman)

Kathleen Luttrell thanked Amy, and said that it sounded like the High School Committee is making progress. She said that she had a question from a CCM community member about which grades would be included in the 2023-23 SY Lottery. Amy answered that it will be 60 9th grade students.

- MMCI Diversity Equity and Inclusion Committee Update - 1 minute (Tara Dunsmore/ Jennifer Mayo)

Tara said that we only received one response to our request for DEI Committee Members. We will send another email, and hopefully have the committee staffed and first meetings scheduled in December/January.

- [MMCI Nominating Committee Update](#) - 1 minute (Meggan Sombat)

Meggan said that the report has been updated for October, and that things are moving along ahead of the Annual Meeting. The Nominating Committee meeting was well attended. Meggan thanked Michael Beth and Ellie for attending. She said she has asked for recruiting ideas from each school, and is planning to have additional info sessions. There was a Community Coffee at MVM and a few people attended, but the committee didn't receive any nominations.

The Nominating Committee needs support from board members and GC members for recruiting. Meggan said that we all need to talk to people and make connections, educate and plant seeds.

Meggan said that the Election Administrator, Chad Hawkins, will set up the election site (Association Voting) soon.

Also, the committee is looking at our vacant Friend of Ed positions on the BOT and both GC's, and how we as an organization recruit for those positions, as well as what the Nominating Committee's role should be between December and July. The committee is also looking at updating the SOP, and guidelines for online elections going forward.

Tara said that more volunteers from CCM are needed. She also reminded members that outreach and education is important, and all of us need to take ownership of educating the community.

Meggan thanked Nikki Burgee for attending the Nominating Committee meeting, helping support other volunteers, and recruiting new members of leadership.

- [MMCI Lottery Committee Update](#) - 1 minute (Tara Dunsmore)

Tara said that the Lottery Administrator description is attached, and that she described additional Lottery Committee needs in her report.

- MMCI Grants and Fundraising Committee Update - 1 minute (Tara Dunsmore)

Tara said that there is no update this month. We will have a work session focusing on Grants and Fundraising and MMCI staffing, to be confirmed later in our meeting.

- BOT Book Club Update - 1 minute (Julie Clark)

Julie Clark invited everyone to the BOT Book Club / Social Hour on Wednesday, December 21 at 6pm at a location to be determined. Everyone is welcome to bring drinks and snacks to share. The book is Conversational Capacities. A Google Meet set up for those who want to drop in.

Amy Dorman shared that she loves the book so much that she shared it with the school leadership team, as well as Dr. Dyson and Dr. Markoe.

School Updates:

7:37-7:47 p.m.

- [CCM Report](#) - 5 minutes (Marilyn Horan/ Michael Beth Edwards/ Nikki Burgee)

Marilyn Horan is present, but she is traveling.

Michael Beth Edwards said that CCM has shared their Annual Report. They are in a good space from last year and are working on updates.

Tara said that details on the Annual Report timelines and collaboration are on the agenda for later.

Michael Beth said that the facilities team is meeting regularly and that MMCI as a board has collaborated to bring on some fantastic partners for these projects. MMCI can do big, hard things. Nikki Burgee said that she has been advocating for open positions including Lottery, Nominating Committee and leadership positions.

Marilyn added that CCM had a field trip to the National Aquarium today, and they had some procedural struggles. CCM Middle Schoolers went to Fountain Rock Park. The Spanish and COGAT Assessments are finishing up this week.

Michael Beth said that Marilyn is on an Accreditation visit for AMS. To be an accredited AMS school, certain benchmarks must be met (materials, training, etc.), and Marilyn was involved in evaluating this school for their AMS Accreditation.

- [MVM Report](#) - 5 minutes (Amy Dorman/ Elizabeth Landru/ Jen Kuhn)

Amy Dorman sent an Advance report. She said that Assistant Principal Brandon Sowers sat in on a call with AMS this week. He is collecting certificates, and determining which step we are on in the accreditation process, to move that forward.

Amy said that MVM sent a survey to parents asking what type of parent engagement they would be interested in, and asked Staff about professional learning. Overwhelmingly, families and staff said that students need social and emotional support, behavioral support, and parents want to help their kids with coping skills.

MVM has prioritized words of wisdom and meerkat pledge in the morning announcements. Mrs. Green does breath work on Wellness Wednesdays.

Amy said that specialists will be brought in to provide social and emotional learning training for staff.

6. [Follow-ups/ Action Items](#)

7:47 p.m - 7:50 p.m.

- [BOT Action Items - October 2022](#)

- Tara provided an update on the income verification process - Dr Lippy confirmed that we need to collect the income data documentation during the registration process. Tara said that the question remains of who is responsible for verifying the data (MMCI or FCPS).

- Tara added that the Lottery Committee had discussed using the same program as FCPS for Lottery/registration, but has decided to hold off on switching the Lottery software for this year.

- Tara asked Amy Dorman for an update regarding the HS staffing plan and budget. She will reach out to Amy to discuss.
 - Tara asked Diego to reach out to her to set up a meeting to discuss access of surplus money. Previously Fcps has allowed us to withdraw all of our money, however this year they are requiring it to be kept in FCPS accounts. FCPS has changed policies on surplus usage and access to surplus. Tara said that it seems to be up to interpretation, and wants to verify the actual policy.
- ACTION ITEM (from August) - Schedule a finance meeting to discuss how we handle the surplus, and how we withdraw that money (Diego Alvarez)**

Marilyn said that FCPS is also holding onto the PPA money for PreK. Tara agreed and said that when we get the charter agreements signed, we should have access to the funds. Diego advised us to be careful with our messaging during election season. We should push back about FCPS changing policies and holding on to funds, but should be cautious due to the ongoing facilities projects. Tara agreed and said that policies are decided by FCPS staff vs. the BOE, but we should still be careful. We did have a good conversation with Dr. Lippy during the Leadership Meeting, but he is not in the FCPS finance department. Tara added that the attorney she spoke to today (Borrower’s Counsel) specializes in charter schools, and works with charters in PG County. He is also part of the original group that pushed to have the laws written for PPA allocations for charter schools in MD. He is a good resource. Diego said that Leslie Pelligrino will make the decision. Tara agreed and said that she would like to see the policies that the decisions are being based on.

- Tara said that an email was sent to Kelli McIntosh re the Bookkeeper Job Description and reviews, and she will reach out to Kelli to set up a meeting.

7. New Business: Discussion and Votes

7:50 - 9:00 p.m.

CLOSED SESSION: To consider the acquisition of real property for a public purpose and matters directly related thereto.

MOTION: Tara moved to move into closed session to consider the acquisition of real property for a public purpose and matters directly related thereto.

Seconded by Molly Carlson.

Tara explained that we will be discussing the contract for the CCM facilities purchase. Because this contract is still in negotiations, we will discuss in closed session.

MOTION PASSED with 12 Aye.

Closed session started at 8:14pm

Closed session ended at 8:24pm

- **DISCUSSION/ VOTE: MMCI Bank Account (Diego Alvarez)**

Diego Alvarez proposed that we switch our bank from PNC to Capital One. We are volunteers, and PNC is not easy to work with because they require in person check signing, and they also use antiquated technology. Capital One has secure technology, and we do not have to go in, except to make a cash deposit. Also we would have more control of how we pay our bills.

MOTION: Tara moved to move all MMCI bank accounts from PNC to Capital One with the same approved signers.

Seconded by Julie Clark.

Molly asked if Diego would facilitate the change, and he said that he would.

Kathleen said that someone needs to make sure that someone is keeping track of the FDIC limits.

Diego said we are above that limit. Kathleen asked if there was a way around it by moving funds.

Diego said the only way to get around it is to have separate accounts with separate banks.

Diego said it is per bank, and we have 7 accounts. Tara clarified that it is within the financial institution. He said yes.

Tara asked if it would be worth having savings and checking with different banks.

Diego said that it is possible, but isn't worth it due to the preferred interest rate with a savings account.

Tara asked what the FDIC limit is. Diego answered that the standard insured amount is 250K per depositor, per insured bank.

Tara asked if it is a standard that most companies exceed and take the risk? Diego said yes.

Diego confirmed that Amy O'Connor is aware of and supportive of the banking changes.

Diego said that he researched with PNC, Bank of America, and Wells Fargo. Tara thanked him for his work and for taking this step.

Molly asked if we need to get quotes for this, is it a vendor or a service?

Diego said that it isn't material, but he can provide the quotes. He restated that Capital One was the best option.

Meggan said in chat that this isn't a purchase.

Tara agreed and said that Amy O'Connor will let us know if we are wrong.

Tara restated the motion.

MOTION PASSED with 12 Aye.

- **DISCUSSION: Montessori Teacher Training Reimbursement Policy (Michael Beth Edwards)**

Michael Beth explained that Montessori teacher training is more expensive now, with large costs above and beyond the training cost. Ideally they would like to cover all costs, however because of their current facilities project, the CCM GC determined that they could offer some additional funds. They changed the language in their policy to fund costs for CCM "adult learners pursuing montessori certifications" and approved an additional \$2000 above tuition, based on the FCPS reimbursement model, which can include training, flights, books, and accommodations. They

prefer to pay up front, however when that is not feasible, staff will be reimbursed with receipts.

Tara said that right now MMCI has one tuition reimbursement policy for both schools. CCM wants to modify their policy to include the additional costs, and MVM could also agree to update their policy, and then MMCI could vote to make this the policy across the board.

ACTION ITEM - MVM GC should discuss and vote on the MMCI/ CCM policy. (Jen Kuhn/ Amy Dorman) *Michael Beth to share CCM policy with Amy Dorman and Tara.

Kelli McIntosh asked in the chat if this policy would apply to teachers who have already started training and have already signed their reimbursement agreements?

Michael Beth said no, this policy covers reimbursements going forward.

This discussion was put on hold while Michael Beth shared a copy of the policy. *

- **DISCUSSION/VOTE: CCM Teacher Training Reimbursement Approval (Michael Beth Edwards)**

Tara said that the copies of the reimbursement agreements are in the shared folder. The CCM GC has already approved these, however Amy O'Connor found some errors, and they have been corrected. They will have to go back through the CCM GM.

MOTION: Tara moved to Move to approve the MMCI Tuition/Training Reimbursement Agreements for Amber Gouge and Lindsay Welch as presented.

Seconded by Molly Carlson.

MOTION PASSED with 12 Aye.

- **DISCUSSION/UPDATE: FCPS Charter Amendments (Tara Dunsmore)**

Tara reminded the board that FCPS proposed charter amendments over the last summer to include full day PreK students. We sent back comments, and have been waiting for revisions since late August. FCPS will also reimburse us for last year's PPA, however they have tied that money to approving the charter amendments.

Tara explained that both GC's, the BOT, and the BOE must vote to approve the charter amendments, and then we will have to submit revised budgets if we want to use the money.

Otherwise, it will be added to surplus.

MVM has hopes to use those funds to offset expenses to help with financial projections for financing, and CCM could also do that, however we can't start until the amendments are approved.

Tara told Dr. Lippy that she doesn't feel comfortable doing an Evote for a charter amendment, and would prefer to hold the vote at a meeting. They were not able to get the drafts to us by tonight.

Our next voting meeting is not until December. Then we need to get it in front of the BOE.

However, in order to run our lottery next year, we should know how many 4 year olds we can enroll and what funding we will get.

* Discussion resumed regarding CCM's Montessori Teacher Training Reimbursement Policy. Michael Beth shared her screen with the CCM approved Montessori Teacher Training Reimbursement Policy. Tara asked about the repayment policy. Kathleen said that there is an MMCI policy. Michael Beth agreed and said that CCM used MMCI Language. Tara asked if this is an addendum, or if it replaces the existing policy. Michael Beth confirmed that this is an addendum.

Tara said that Amy O'Connor often has comments or revisions for forms based on policies. Tara would like to run this by Amy O'Connor and do an Evote after tomorrow

ACTION ITEM - Forward CCM Montessori Teacher Training Reimbursement Policy/ existing MMCI policy to Amy O'Connor for review. Bring back for Evote/ Vote. (Not assigned.)

- **DISCUSSION/VOTE: Reimbursement Resolution for Facilities Financing (Tara Dunsmore)**

Tara said that the Reimbursement Resolution for Facilities Financing is something we need to do, so that we can get reimbursed through financing for any facilities expenses that are paid between now and financing approval. For example, we will pay upfront for the site plan, engineers, and etc. and we can get financing for those expenses later. We can choose to pay out of pocket; this resolution allows us to document expenses now, and decide later if we want to get reimbursed through financing.

Kathleen said in the chat that we will need to establish a reserve, and Tara confirmed that was part of the financing deal. We are required to borrow money to set up a reserve.

MOTION: Tara moved to approve the Resolution Declaring Official Intent To Reimburse Certain Expenditures From Proceeds Of Indebtedness as presented.

Seconded by Michael Beth Edwards.

Meggan asked if legal expenses were included. Tara said she wasn't sure, but we need to verify with the finance company what qualifies as acquisition (etc.) under the resolution.

Kathleen said in the chat that acquisition does include legal fees (see Appendix A).

Tara said that the resolution is retroactive 2 months from the date of the vote.

MOTION PASSED with 12 Aye.

- **DISCUSSION/VOTE: Ken Breen Commission Agreement for 915 Toll House Ave. (Tara Dunsmore)**

Tara said that the Toll House agreement was overlooked when the board voted on the CCM Commission agreement. Our Realtor, Ken Breen has been working for us for a long time and wants to help us be successful. The proposed 1% is generous.

MOTION: Tara moved to approve the commission agreement for Ken Breen to represent MMCI in the purchase of 915 Toll House Ave. as presented.

Seconded by Jessica Lawrence Wujek.

MOTION PASSED with 12 Aye.

- **DISCUSSION/VOTE: Clubhouse Kids Payment Schedule and Contract Extension**
(Tara Dunsmore)

Tara reminded us of our discussion last month regarding the Clubhouse Kids contract. The BOT approved to waive normal fees for the 2020-21 school year, however Clubhouse Kids didn't reopen until the 2021-22 school year. Then, there was some confusion and we did not receive any payments for the 2021-22 school year. They have asked if we would accept a flat rate of \$300 per month for each school, which is \$6000 total.

Tara said covid, low enrollment, and staffing issues impacted Clubhouse Kids in the 2021-22 school year. The proposed amount is less than what the regular payment would have been, but it allows MMCI to recover a portion of the funds owed without harming Clubhouse Kids, or our long-standing relationship.

MOTION: Tara moved to accept the revised payment schedule from Clubhouse Kids for the 2021-2022 school year in the amount of \$300 per month x 10 months, for a total payment of \$6,000 total (\$3,000 per school).

Seconded by Nichole Dowlearn.

Tara said that she asked Clubhouse Kids for an accounting of their enrollment for that year, Tara said that we may be able to write off the loss of program income as a pandemic related expense, if we figure out the amount.

Meggan said that she estimated it to be \$14,000 based on projected operating hours. Tara said that Amy O'Connor is working on the precise numbers, and she asked Diego and Kelli to follow up with Amy O'Connor on this loss and potential write off/grant.

Tara also offered a payment plan, however Clubhouse Kids said that they had put money aside and would prefer to do a lump sum.

MOTION Passed with 12 Aye.

FOLLOW UP: Calculate the amount of loss of program income during the pandemic, and if we qualify for a write off/ grant. (Diego Alvarez/ Kelli McIntosh - consult with Amy O'Connor)

Tara said that the MVM contract with Clubhouse Kids needs to be extended because it ended on June 30, 2022. Because MVM is moving next year, an extension is preferable to a new contract at this time.

MOTION: Tara moved to extend the 2017-2022 MMCI Contract for Clubhouse Kids operation at Monocacy Valley Montessori to the 2022-23 school year, expiring June 30, 2023. All existing terms and conditions will remain the same.

Seconded by Kelli McIntosh.

MOTION Passed with 12 Aye.

- **DISCUSSION/VOTE: MMCI Purchased iPads for MVM (Tara Dunsmore)**

Tara provided some background info. Brandon Sowers contacted Tara and Amy O'Connor to let them know that two iPads were found at MVM. There was a note that they were purchased by MMCI for MVM. Both iPads are still working, but past their current life.

MOTION: Tara moved to to gift iPad 1, purchased by MMCI in 2014 to MVMPCS for use in Orton Gillingham Instruction, and iPad 2, purchased by MMCI in 2013, to MVMPCS for use as needed. Seconded by Julie Clark.

Tara explained that there are also two other iPads purchased by MMCI, and she has them in her possession. Tara will look into the iPads, and will figure out if they work and possibly gift them to CCM.

MOTION Passed with 12 Aye.

FOLLOW UP - Verify condition of two additional iPads. (Tara Dunsmore)

- **DISCUSSION: Annual Report Timelines and Responsibility (Tara Dunsmore)**

Tara said that Dr. Lippy proposed that both MMCI schools present their annual reports together at the March 8th BOE Work Session. Tara thinks that doing a brief MMCI intro would be efficient. There is no guarantee of this date, but we can start with March 8, 2023, and work backward for our timeline for uploading reports to board docs, review by Dr. Lippy, and approval by the GC's and BOT.

ACTION ITEM - Both GC's should add Annual Report to November/December Agendas to discuss. (Nikki Burgee, Jen Kuhn)

Tara said that Annual Reports are MMCI reports to the board. The VP's and GC Chairs should be working together to complete the reports.

Amy Dorman said that she likes the idea of presenting together with CCM.

Tara said that there are a lot of seats up for election this year, and education will be important for newly elected BOE members who may not know much about charter schools.

Kathleen said that she thinks it's important to maintain the separation between schools and their different goals.

Kathleen said that in the past the BOE has asked about merging and cautioned to keep that in mind. Tara agreed, and said that we would need to clarify that in the presentations, whether the schools present separately or together.

Amy said that being there at the same time would showcase the differences. Tara said we need to make it an opportunity for education and highlighting how schools are different.

- **DISCUSSION:** Schedule BOT Work Sessions in January, March/April, and June/July. (Meggan Sombat)

Meggan discussed possible dates for Quarterly Work Sessions, and Tara agreed that they should typically be on the 2nd or 3rd Wednesday of each January, April, July, and October. Meggan will schedule them for the coming year.

Meggan confirmed that the postponed Work Session rescheduled for November 9, 2022. Tara confirmed that the December Meeting should be rescheduled to December 14, 2022.

MOTION: Tara moved to reschedule the December BOT meeting from December 28, 2022 to December 14, 2022.

Seconded by Kelli McIntosh.

MOTION PASSED with 11 Aye, 1 Abstain

ACTION ITEM: Update calendars (Meggan Sombat)

MOTION: Tara moved to adjourn.

Seconded by Nichole Dowlearn.

Kathleen mentioned that a lot of MVM and CCM Alumni are in the AFA program, and the fall production is coming up on November 4th and 5th. Seussification of Romeo and Juliet. \$5 admission.

MOTION PASSED with 12 Aye.

The meeting was adjourned at 9:49pm.

Announcements:

1. Upcoming MMCI Business Meetings (usually held at 7PM the FINAL Wednesday of each month): *meetings will be virtual unless otherwise noted.*
 - Monday, November 28, 2022 - MMCI Annual Meeting (Location: MVMPCS, 217 Dill Avenue, Frederick)
 - ~~Wednesday, December 28, 2022~~ Wednesday, December 14, 2022
 - Wednesday, January 25, 2023
2. Minutes and Agendas may be found online at <http://mmcimd.org/calendar/>