1. Minutes of the May 8 and 15 meetings were approved. **ACTION: Arlene will send the final minutes and Neal will have them posted.**

2. Treasurer’s report
   a) Neal provided the monthly treasurer report. No actions of note.
   b) Neal mentioned that a one-year Survey Monkey license has been purchased for the section, Joe and Xu have been using it,
   c) Neal will be on travel this week through July 23. He will be able to make electronic payments. If anyone needs a check, please tell him ASAP as he will not be able to send checks while on travel.

3. Bill, Barry and the group discussed final plans for the election. **Actions planned:**
   a. **Harry** will write a note to send to the official list of voters advising them to be watching for the election soon. He will ask Jennifer to distribute the note ASAP.
   b. **Harry** will add the email addresses to the Election Runner and start the election on June 22, assuming the note has been distributed before then.
   c. The election will be open June 22 to midnight July 7.
   d. The main item of business at the July 10 meeting will be certifying the election.
   e. After the election is certified, **Bill and Barry** will notify the candidates of the outcome.
   f. After the candidate are notified, **Harry** will send a note to the Division mailing list announcing the outcome.
   g. **Harry** will send a Doodle Poll to the elected officers and the temporary officers to find the best time the week of July 31 to have a first meeting of both groups.

4. Harry discussed the proposed agenda for the all member BMGT virtual meeting.

   7 Aug, 7PM – 8PM Central time. Via Zoom
   a. Need to decide best way to advertise and distribute link. **Action item: Harry will contact Jennifer about best practice and prior methods.**

Proposed Agenda
   b. Officer and Committee reports
      i. Chair’s Report
      ii. Treasurer’s Report
      iii. Programming Report
   c. Meet the new officers who take office January 1, 2024
   d. “New business” (that does not have immediate impact to division, i.e. Regional Meetings, New Projects, etc.) to be tabled until 1 Jan 2024 after New EC in charge.
5. After discussion, the next regular Exec Cmte meeting was set:

   The next meeting is July 10 at 5 pm Eastern.

Harry will send the Zoom link and a reminder close to the meeting date. ACTION: Harry will provide a Zoom link as Arlene will not be able to attend.

Note: Minutes approved September 5, 2023

Signed, Arlene Garrison, Interim Secretary