



## Advisory Board Action Minutes Template

**Meeting Date/Time:** 1/23/19 6:00pm Town Hall Rm. 233

**Members Present:** Vice Chair Liz Wayne, Calvin Deutschbein, Tye Hunter, Allan Chrisman

**Members Absent:** Eric Halfors, Kalyani Hawaldar, Mattie Galbreath, Darrell Keyes / **Staff and Others Present:** Council Liaison Allen Buansi, Asst. Chief Jabe Hunter

Agenda Item	Discussion Point	Motions	Votes/Actions
<b>OPENING</b>			
Call to Order	Vice Chair called the meeting to order at 6:04 p.m.		
Roll Call			
Approval of Agenda		A. Special meeting to work on letter to UNCPD Chief	
<b>NEW BUSINESS</b>			
	Approval of letter to UNCPD Chief	T. Hunter mad a motion to approve the letter. Seconded by A. Chrisman	The motion was adopted unanimously.
	Review and nomination of applicants to fill a vacant seat.	T. Hunter mad a motion to recommend E. Taylor. Seconded by C. Deutschbein.	The motion was adopted unanimously.
	Liz Wayne will be serving as Chair Person and A. Chrisman will be the Vice Chari.	T. Hunter mad a motion to recommend E. Taylor. Seconded by C. Deutschbein.	The motion was adopted unanimously.
<b>REPORTS</b>			
		C. Deutschbein made a motion to adjourn. Seconded by A. Chrisman	The motion was adopted unanimously.

<b>Agenda Item</b>	<b>Discussion Point</b>	<b>Motions</b>	<b>Votes/Actions</b>
<b>ADJOURNMENT</b>	The meeting adjourned at 6:47p.m.		
<b>Next Meeting – [DATE]</b>	02/19/2019		CHPL