Meeting Minutes of ABC Corp
6-21-2016 @ 6:30 p.m.

Attendees: Tarek Alkatout, Rich Swedberg, M. Richard Ireland

Topics discussed:

1. The ABC board confirmed and assumed the loan from Nonprofit Assistance Fund.

2. The board agreed on the Request for Authorization (RFA) template and reviewed with the facilities committee. A few suggestions were made and moving forward the updated template will be the only one accepted.

3. Two projects were reviewed and the motion to approve was voted by the board:
   a. Teachers’ Lounge Renovation project - $37,500
   b. Interior Blinds Replacement project - $18,000

4. There was discussion around future tools to compare with industry standards to maintain and improve on the building

Meeting adjourned