1. **Opening of Meeting**

   A. **Call to order**

   Mr. Kevin Botterbush, President, presided and called the meeting to order at 12:00 p.m.

   B. **Determination of a quorum**

   Members present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Kevin Botterbush</td>
<td>President</td>
</tr>
<tr>
<td>Dr. Melissa Batchelor</td>
<td>Secretary</td>
</tr>
<tr>
<td>Dr. Jill Lane</td>
<td>Trustee</td>
</tr>
<tr>
<td>Ms. Kim Shoemaker</td>
<td>Trustee</td>
</tr>
<tr>
<td>Mrs. Mary Lou DeGrand Watson</td>
<td>Trustee</td>
</tr>
<tr>
<td></td>
<td>(Teleconference)</td>
</tr>
</tbody>
</table>

   Members Absent:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr. Peter Tassinari</td>
<td>Vice President</td>
</tr>
<tr>
<td>Mrs. Karen McAtee</td>
<td>Treasurer</td>
</tr>
</tbody>
</table>

   Others present:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ms. Bernadette Duvernoy</td>
<td>Executive Director – THPLD</td>
</tr>
<tr>
<td>Ms. Sue Hardin</td>
<td>CFO; Asst. Dir. - HR – THPLD</td>
</tr>
</tbody>
</table>

   C. **Recognition of visitors to the meeting**

   There were no visitors in attendance.

   D. **Approval of agenda and requested changes to consent items**

   1. A motion was made by Dr. Batchelor, seconded by Mrs. Watson, to approve the agenda. There were no changes to the consent items.
A roll call vote was taken:

Batchelor          Yes
Botterbush         Yes
Lane               Yes
McAtee             Absent
Shoemaker          Yes
Tassinari          Absent
Watson             Yes

Motion carried.

2. **Open forum**

Mr. Botterbush acknowledged that no “Request to be Heard” forms had been submitted.

3. **Infectious Disease Policy**

A motion was made by Ms. Shoemaker, seconded by Dr. Batchelor, to approve the Infectious Disease Policy.

A roll call vote was taken:

Batchelor          Yes
Botterbush         Yes
Lane               Yes
McAtee             Absent
Shoemaker          Yes
Tassinari          Absent
Watson             Yes

Motion carried.

4. **Adjournment**

There being no further business, the meeting was adjourned at 12:03 p.m.

Approved by THPLD board action on *April 23, 2020*.

_________________________
Melissa Batchelor, Secretary