



**I. Convening**

The meeting was held at 6:00pm at Capri Restaurant, McLean, VA. Mr. Dana Goward, Mr. Martin Faga, Mr. Lawrence Kiern, Mr. Chuck Schue and Mr. Ed Sayadian attended.

**II. Approval of the minutes from prior meetings**

The minutes from the previous board meeting (November 10<sup>th</sup>) were reviewed and approved.

**III. Regular Business:** Detailed information on the foundation's recent activities and finances was provided in advance of the meeting. The board discussed these written reports.

**IV. New Business**

a) The board voted (Mr. Goward abstaining from the discussion and vote) to reimburse the Executive Director for local travel and miscellaneous expenses in the amount of \$91,56, funds permitting.

b) Discussion – various other issues of general interest were discussed.

**V. Adjournment**

The meeting was adjourned at 7:30pm.

L. Kiern, Secretary