

MSI House of Delegates
14 May 2005
Report of Board Secretary

Board of Directors Meeting Minutes have been recorded for 11/16/04, 01/18/05, and 02/15/05. The minutes are posted on the MSI Webpage under Administration Board Activities. (<http://www.mnswim.org/Admin/BOD/Minutes>)

It is our goal that the minutes will be posted within one week of the meeting, noted as “DR” for draft minutes prior to approval and as “AP” after board approval at the subsequent meeting.

To assist the Secretary, we request that you please remember to sign in at Board Meetings and if you are not a Board Member, please identify yourself when speaking at the meetings. We also request that Board Members with notes developed for oral reports please provide these notes as a guide for the Secretary in preparing accurate minutes.

Respectfully submitted,
Gail S. Andersen
Secretary