

Memo A of D 4-18-18

**Janice O'Connell**

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**From:** Robert Troy <rst@troywallassociates.com>  
**Sent:** Thursday, April 12, 2018 11:25 AM  
**To:** Janice O'Connell  
**Cc:** Suzanne McAuliffe  
**Subject:** Minutes of Committees - Approval Process

Janice,

I have reviewed the process of Approval of Minutes for previous Committee Meetings at the Meeting of the Assembly of Delegates. In my Opinion, the current process is consistent with the requirements of law regarding the preservation of deliberations of governmental entities. In these specific circumstances, the Minutes of a Committee Meeting may be reviewed and approved or amended at the Meeting of the Assembly of Delegates so long as the review is limited to participation by the Members of the Committees whose Meeting Minutes are before the Assembly.

Bob