

**Trust Meeting Minutes**  
**Monday, December 11, 2023**

**Trustees**

Glenn Deen  
Joel Halpern  
Victor Kuarsingh  
Kathleen Moriarty  
Stephan Wenger

**AMS**

Liz Flynn  
Alexa Morris

**Legal**

Andy Updegrove

**1. Conflict of interest declarations**

No conflicts of interest to declare.

**2. Approve past meeting minutes**

The previous meeting minutes from October 2023 were approved and will be posted. .

**3. Records Retention Policy**

The Trustees unanimously approved the new records retention policy. It will be posted on the website.

**4. 2024 Budget**

The Trustees unanimously approved the 2024 budget. It will be posted on the website.