**Meeting:** CIS Foundation Special meeting

**Date/Time:** January 29, 2017 at 1:00 pm

**Location:** 2617 Valencia Drive NE

Albuquerque, NM 87110

**Attendees:**

**MEETING AGENDA**

1. Call to Order
2. Roll Call
3. Welcome and Introductions
4. **Action Proposed** – Adoption of agenda for January 29, 2017 meeting.
5. **Action Proposed** – Approval of minutes for January 12, 2017 meeting. Sign and date
6. **Action Proposed:** Vote on Mission Statement update (see attached)
7. **Action Proposed:** Designate a “Registered Agent” for “filing purposes
8. **Action Proposed:** Update the CIS webpage foundation info
9. **Action proposed:** Budget item increase for tax filing services
10. Foundation Chair report
11. **Discussion**— General Board to dos

 Community outreaches

 Annual meeting

 Meeting House Treasurers

1. Foundation Treasurer report or update as Maria feels needed for this special meeting.
2. Other Business/Board Member Comment: This is an opportunity for any Foundation board member to make a comment, announcement or suggestion for subsequent agenda items.
3. Public Comment: This is an opportunity for members of the public to address the CIS Foundation Board for up to 5 minutes with comments or issues, whether or not they are posted on the agenda. The Chair may reduce the time for each participant to speak to ensure adequate time to conduct Foundation business. The CIS Foundation, by law, cannot take action or have any discussion or deliberation on any presentation made to it concerning an item not listed on the agenda. Any item presented may be noticed on a future agenda for deliberation or action.
4. The next regular meeting of the CIS Foundation will be on February 9, 2017at 3:30pm and will take place at Corrales International School, 5500 Wilshire Ave. NE, Albuquerque, NM 87113
5. Adjournment