

**AGENDA**

**Annual Meeting**

**June 19, 2019, 9:00am-11:00am**

**1 Pillsbury Street, 3rd Floor Conference Room, Concord, NH**

**Call-In Number: 1-646-876-9923 Meeting ID: 605-955-629**

<b>Time</b>	<b>Agenda Item</b>
<b>9:00-9:05</b>	<b>1. Welcome &amp; Roll Call (Tenney)</b>
<b>9:05-9:30</b>	<b>2. Annual Meeting of Members (Tenney)</b> a. Report on Proxy Submissions b. Count and Certify Votes for Three Assessable Entity Representatives c. Adjourn Annual Meeting of Members
<b>9:30-9:50</b>	<b>3. Annual Board Meeting Items (Tenney)</b> a. Election of Officers and Committee Member Appointments – <b>Vote</b> b. Oath of Office c. Conflict of Interest Statement d. Governor and Council Appointment Update
<b>9:50-9:55</b>	<b>4. Review and Acceptance of Minutes (Tenney)</b> a. March 6, 2019 Board Meeting Minutes – <b>Vote</b>
<b>9:55-10:25</b>	<b>5. Executive Director Report (Miller)</b> a. Authorization of the June 20, 2019 NH DHHS Payment in the Amount of \$9,234,656 – <b>Vote</b> b. Acceptance of Audit Committee Recommendation for FY2020 Administrative Budget Approval – <b>Vote</b> c. Q1 CY2019 Assessment Receipt Update d. FYTD Financials e. Change in Administrative Procedure – <b>Vote</b>
<b>10:25-10:35</b>	<b>6. DHHS Updates (Daly)</b>
<b>10:35-10:45</b>	<b>7. New Matters (Tenney)</b>
<b>10:45-10:50</b>	<b>8. Public Comment (Tenney)</b>
<b>10:50-11:00</b>	<b>9. Executive Session (Tenney)</b>
<b>11:00</b>	<b>10. Adjournment</b>

**Future Meetings:**

- Summer 2019, Audit Committee Placeholder, TBD
- September 13, 2019, Audit Committee, 8:30am
- September 25, 2019, Board Meeting, 8:30am

**Directions:** <https://nhvaccine.org/wp-content/uploads/2018/09/DIRECTIONS-TO-HELMS.pdf>

Updated: 06.13.2019