

# CSMC Board Meeting Minutes

Date: November 21, 2025

Location: Video conference

Called to order: 7:06 PM (by Eric Klaszus)

Adjourned: 7:09 PM (by Eric Klaszus)

## Director Attendance:

Name	Status	Role
Erin Marshall	Present	Director
Eric Klaszus	Present	Director
Jessica Murray	Present	Director
Mika Hakkola	Present	Director
Parker Townes	Present	Director/GUEST
David Murray	Present	Director
Lisa Lee-Johnson	Present	Director
Alex Joseph	Absent	Director
Rob Maiman	Absent	Director

## Agenda:

- Board appointment and officer election (appointment of Parker Townes)

## Motions & Decisions:

### Motion 1 — Board appointment & presidency

Mover: Jessica Murray moved that Parker Townes be added to the board and also become president.

Seconder: Mika Hakkola seconded the motion.

Discussion: None recorded.

Vote/Outcome: Chair asked for objections; none were stated. Motion carried.

Consent to serve: Parker Townes stated, "I consent to the position of being on the board and being the new President."

## Motion 2 — Adjournment

Mover: Erin Marshall moved to adjourn.

Outcome/Time: Chair declared the meeting adjourned at 7:09 PM.

## Administrative follow-ups (post-meeting):

- Update corporate records and board roster to include Parker Townes as Director and President.
- File any required notices or forms with the appropriate registry in accordance with bylaws and local regulations.
- Update banking/signing authorities if applicable.
- Notify stakeholders and update internal directories/website as needed.