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| Minutes |
| Board meeting  |
| Date  | September 30th  |
| Time  | 10:00 AM  |
| Meeting called to order by  | Gael Torres  |

## In attendance

Gael Torres, Jeff Hay, Carlota Melgar, Diego Sagese, Chanchal Sharma, Anita Rajput, Benito Dellucci

## Approval of minutes

The minutes were read from the August meeting and approved.

## Board

Carlota Melgar was nominated as the new secretary. A motion to elect Carlota was made by Jeff Hay and seconded by Gael Torres. All present voted in favor, and Carlota was confirmed as the new secretary.

## reports

President Jeff Hay presented his report.

New business.

* Review of upcoming fiscal year
* Employee education programs – trainings & opportunities
* Patent application process – in progress

## Announcements

Date and venue for the company holiday party have been confirmed. More details coming soon.

## Next meeting

October 28th, conference room A