

EABC Members-

There are two items for your consideration in this email.

- 1) Agenda for Feb 3 meeting
- 2) Executive team Transition

A) I will not be able to attend the Feb 3 meeting so Mary T will be running the meeting. **The agenda is as follows:**

- 1) Committee Updates
 - a. Scope/Deliverables
 - b. Progress against deliverables
- 2) MIS CLUB Update (This is a new addition. Going Forward I would like board to get an update on what CLUB MIS has going on as an organization)
- 3) Faculty / Program Update

B) Executive Team Transition.

I have decided to step down as Chairperson of the EABC after the April Meeting. I have really enjoyed the role and have appreciated working as the Chair with all of you but think for the following reasons it makes sense to step down:

- I. Will allow for new thought leadership and ideas
- II. Will stagger membership on the executive team to make way for smooth transitions
- III. Will enable others to participate in a different capacity

I will continue to serve on the EABC as board member and assist in any way possible.

As it is laid out in our board charter, The Vice Chair, Mary Texer, will be come the chair. Kathy Shields has agreed to sign up for another 2 year term as Secretary. This leaves us with an open Vice-Chair Position.

In order to fill this role, I suggest we proceed as follows:

- a) Anyone interested in this role please submit your name to me and a short write-up indicating why you are interested in this role and the value you believe you could bring to this role **(Due by Feb 28)**
- b) We will then set up a Survey monkey with the candidates and their write-up for all board members to vote on prior to the April Meeting