



Business & Finance Team Meeting Minutes
Date: December 16, 2025
2:00 pm – 4:00 pm
Zoom

Chair: Brandy Woods

Roll Call:

✓	Brandy Woods		Teale Betts
	Stacy Simpson		Tim Frizzell
✓	Christina Wright		Jennifer Watkins
✓	Mandee Trowbridge	✓	Evelyn Davis
✓	Amber Suggs		Sumer Smith
			Kayde Pender

Others present:
Chris Clark

Agenda Items:

- I. **Call to Order** - at 2:03 p.m.
- II. **Approve Minutes of** - October 21, 2025 - was not able to approve minutes as there was not a quorum.
- III. Discussed future policies that need to be created to support the Administrative Services area.
- IV. **Adjournment** - at 2:25 p.m.