



**CRSA GOVERNANCE SUBCOMMITTEE  
FRIDAY, DECEMBER 4<sup>th</sup>, 2020 TELECONFERENCE MEETING  
MINUTES**

**Approved by the Committee on June 4, 2021**

**BOARD MEMBERS IN ATTENDANCE:** Michael Walsh, Designee for OPM Secretary Melissa McCaw; Edward Zelinsky; Christine Shaw, Designee of the Office of the State Treasurer; Keisha Palmer

**ALSO IN ATTENDANCE:** Natalie Braswell, Office of the State Comptroller; Jessica Muirhead, Office of the State Comptroller

**1. CALL TO ORDER**

- a. Jessica Muirhead called the meeting to order at 10:37 AM.

**2. APPROVAL OF THE MEETING MINUTES**

- a. Edward Zelinsky made a motion to approve the meeting minutes of the November 12<sup>th</sup>, 2020 Governance Subcommittee meeting. The motion was seconded by Michael Walsh. The meeting minutes were briefly discussed. The motion passed by unanimous voice vote.

**3. DISCUSSION OF EDITED GOVERNING DOCUMENTS**

- a. Jessica Muirhead presented the edited Bylaws and Policies and Procedures documents to the committee and asked for any further comment. Michael Walsh made a motion to accept the governance documents as presented and forward them to the full Board for approval. Keisha Palmer seconded the motion. The motion passed by unanimous voice vote.

**4. ADJOURNMENT**

- a. The meeting adjourned at 10:45 AM.