



## Special Board of Directors Meeting Minutes

September 25, 2025

**Call to Order:** Mr. Matt Schanz called the meeting to order at **9:32 a.m.**

### **ROLL CALL**

**Board Members Present:** Matt Schanz, Chair; Donna Watts, Secretary/Treasurer; Jennifer Boie, Board Member; Sara Young, Board Member; General Counsel Heather Yakely; and Sheryl Brandt, Executive Director.

**Others Present:** Alric Balka, Director of Operations; Holly Nelson, Enduris Director of Claims; Joe Davis, Enduris Director of Risk Management and Member Relations; and Shawna Masterton, Executive Assistant.

**Board Members Not Present:** Kelly Williquette, Board Member; and Noel Hardin, Board Member

**Mr. Schanz started the meeting with introductions.**

### **Public Comments – RCW 42.30.340**

➤ *No public present. – No comments were made.*

### **ADOPT AGENDA**

**BOIE/YOUNG moved** to adopt the agenda as presented. **Motion carries.**

### **EXECUTIVE SESSION**

Mr. Schanz, the Board Chair, announced that the board would enter into Executive Session at 9:04 a.m. The board exited at 10:58 a.m. A brief break was then taken.

Mr. Schanz, reconvened the Executive Session at 11:11 a.m. and continued it until 1:04 p.m.

Mr. Schanz then recessed the executive session for lunch at 1:04 p.m. and announced that it would reconvene at 1:43 p.m.

Mr. Schanz opened the meeting into open session and announced that he would extend the Executive Session from 2:08 to 4:00 pm.

### **MOTION FROM EXECUTIVE SESSION**

*Upon returning to Open Session at 4:00 p.m., Mr. Schanz announced that the Board would proceed with a motion resulting from discussions held during the Executive Session.*

**YOUNG | BOIE Moved to approve** the Executive Director, Ms. Sheryl Brandt, to initiate negotiations with the top candidate for the Executive Director position. This process will include informing the Executive Director Hiring Committee throughout the negotiation process. The committee has also asked you to work with Heather Yakley, Enduris' Legal Counsel, to prepare a draft employment contract, with the intent of finalizing the contract at the annual Board of Directors Meeting scheduled for November 13, 2025. **Motion carries.**

**ADJOURNMENT**

*Mr. Schanz adjourned the Board meeting at 4:15 p.m.*

**YOUNG/SCHANZ moved to adjourn the meeting. Motion carried.**

  
\_\_\_\_\_  
**Matt Schanz, Chair**

The Enduris Board meeting minutes are intended to be a reasonable summary of the Board's deliberations and actions. They are not a verbatim record of everything said at the meeting, but they include all actions taken by the Board.