

AHG Board Orientation- Board Meeting — Minutes —Approved Feb 2026

Date: January 6, 2026

Time: 12:00 PM EST / 11:00 AM CST / 9:00 AM PST- 4:16 PM EST/ 3:16 PM CST/ 12:16 PM PST

Location: Virtual

Presiding Officer: Maria Noel Groves, Chair

Recorder: Sabrena Gwin, Secretary

Attendance

Present:

Maria Noel Groves (Chair), Sabrena Gwin (Secretary), Sallie Dixon (Treasurer), Steven Horne, David Winston, Thomas Avery Garran, Andrew Appello, Cameron Strouss, Elizabeth Moriarty, Jeremy Riddle, Erika Galentin (Executive Director)

Joined after vote at 12:39pm: Ashley Campos (incoming), Karen Bonner (incoming)

Absent:

None recorded.

A quorum was confirmed.

1. Call to Order

The meeting was called to order by Chair Maria Noel Groves at 12:01 PM EST

2. Appointment of New Board Members

Motion: To approve the appointment of Ashley Campos and Karen Bonner to the AHG Board.

- **Mover:** Steven Horne
- **Second:** Jeremy Riddle
- **Vote:** Unanimous approval (ayes; no nays or abstentions)

Result: Ashley Campos and Karen Bonner were appointed to the AHG Board, **joined after vote at 12:39pm** EST and will be onboarded post-meeting.

3. Approval of Prior Minutes

Motion: To approve the minutes from the prior Long Board Meeting and Annual General Meeting (AGM)

- **Mover:** Thomas Avery Garran
- **Second:** Maria Noel Groves
- **Vote:** Approved (all in favor).

4. Officer Appointments and Confirmations

Motion: To confirm officers and appoint additional executive roles as follows:

- Maria Noel Groves – Chair
- Sabrena Gwin – Secretary
- Sallie Dixon – Treasurer
- Jeremy Riddle – Vice Chair
- Steven Horne – Assistant Treasurer

- **Mover:** Maria Noel Groves
- **Second:** David Winston
- **Vote:** Approved (ayes; no nays or abstentions).

5. Committee Leadership Appointments

Motion: To appoint Ashley Campos as Chair of the Education Advisory Committee.

- **Mover:** Maria Noel Groves
- **Second:** Thomas Avery Garran
- **Vote:** Approved unanimously.

Motion: To reinstate the DEI Committee and appoint Karen Bonner as Chair (with Ashley Campos serving in a supporting role).

- **Mover:** Maria Noel Groves
- **Second:** Thomas Avery Garran
- **Vote:** Approved unanimously.

Governance Chair Status:

Maria Noel Groves will continue as Governance Chair. Jeremy Riddle will attend Governance Committee meetings with the intention of assuming the chair role after additional involvement and training. A formal appointment will be revisited at a future meeting.

6. Financial Report

- Treasurer reported the Ed Smith donation has been received and is pending release.
- The Board acknowledged \$12,000+ in cleared revenue from Steven Horne's CGMP Intensive.
- Additional fundraising conversations are ongoing.

7. ARAC (Admissions Review Advisory Committee)

- The Board acknowledged a backlog of RH applications.
- Thomas Avery Garran and Andrew Appello will serve as ARAC co-chairs and test a revised rubric against legacy applications.
- The Board affirmed that the 10-year clinical experience requirement for ARAC reviewers remains in effect pending governance review.
- The Board supported the rehiring of Patricia Howell as Admissions Coordinator, pending contract and finance approval.

8. Governance and Bylaws

- The Board discussed consensus language versus majority voting provisions in the bylaws and historical practice.
- No bylaw changes were made at this meeting.
- A Governance Committee review was confirmed as a 2026 priority.

9. RH Service Mark

- The Board acknowledged that the RH/service mark has lapsed and requires careful legal review.
- Initial IP research indicates the mark may be reclaimed through deliberate re-filing and monitoring.
- Further action will be coordinated through a designated working group.

10. Digital Systems Transition

- Operations and the Secretary presented a transition from OnBoard to Google Shared Drives for document management.
- The Board noted that the OnBoard subscription auto-renewed for 2026 and will remain accessible during the transition.
- New AHG email accounts will be issued to officers and committee chairs.

11. Adjournment

There being no further business, the meeting was adjourned by the Chair at 4:16 PM EST

Submitted By:

Sabrena Gwin

Secretary, American Herbalists Guild

Date prepared: January 7, 2026

Signature when minutes are approved:

I, the undersigned, here do certify that the attached minutes are a true and correct record of the Committee meeting held at the above data and location. In witness thereof, I have hereunto subscribed my name on the 13th day of February, 2026.

Sabrina Gwin

Name Here, Secretary



A handwritten signature in black ink, appearing to read 'Sabrina Gwin', is written over a solid horizontal black line. The signature is cursive and somewhat stylized.

(insert a digital signature file above the line).