

**Date: June 11, 2026**  
**Organization Name: American Herbalists Guild**  
**Board of Directors Monthly Meeting**

**Location:** Google Meet

**Present:** Steven Horne (Chair), Sabrena Gwin (Secretary), Cameron Strouss, Sallie Dixon (Treasurer), Thomas Avery Garran, Jeremy Riddle (Vice Chair), David Winston, Elizabeth Moriarty, Erika Galentin (Executive Director, ex-officio)

**Absent:** Ashley Campos, Sarah Richards

**Attendance Notes**

- Erika Galentin arrived to meeting at 2:33 PM ET; departed at 3:05 PM ET following the Executive Director report and related discussion
- Jeremy Riddle recused and departed at approximately 3:58 PM ET
- No early departures prior to adjournment materially impacting quorum

**Call to order:** The meeting was called to order at 2:32 PM ET by Chair Steven Horne.

Opening remarks included meeting procedures and confirmation of quorum.

**Approval of minutes from last meeting:**

**Motion:** The Board approves the May 2026 Board minutes as circulated.

- **Motion By:** Steven Horne
- **Seconded By:** David Winston
- **Vote:** Yays: All  
Nays: None  
Abstentions: None
- **Outcome:** Motion carried

**Motions/Votes from meeting:**

**Item 1 — Membership Data Request Form**

- **Motion:** To approve implementation of the Membership Data Request Form and workflow.
- **Motion By:** Steven Horne
- **Seconded By:** Sabrena Gwin

**Vote:** Unanimous approval (no nays, no abstentions)

**Outcome:** Motion carried

**Item 2 —Registered Herbalist Oversight Committee Resolution**

- **Motion:** To approve RHOC Resolution including committee renaming and Public Trust and USPTO subcommittee establishment, along with appointing Elizabeth Moriarty and Cameron Strouss co-chairs of subcommittee.
- **Motion By:** Steven Horne
- **Seconded By:** Jeremy Riddle

**Vote:** Unanimous approval (no nays, no abstentions)

**Outcome:** Motion carried

### Item 3 — Consent Agenda

- **Motion:** To approve the Consent Agenda  
Including:
  - ARAC Reviewer SOP Conforming Amendment
  - Board Officer Records Access Policy Update
  - Chapters Advisory Committee Conforming Amendment
  - Community Oversight Committee Conforming Amendment
  - DEI Advisory Committee Conforming Amendment
  - Membership Advisory Committee Conforming Amendment
  - Nominations & Elections SOP
- **Motion By:** Sallie Dixon
- **Seconded By:** Steven Horne
- **Vote:** Unanimous approval (no nays, no abstentions)
- **Outcome:** Motion carried

### Item 4 — Executive Director Evaluation Framework

- **Motion:** To approve Executive Director Evaluation Framework and complete review for reporting purposes.
- **Motion By:** Thomas Avery Garran
- **Seconded By:** Steven Horne
- **Vote:** Unanimous approval (no nays, no abstentions)
- **Outcome:** Motion carried

### Item 5 — Finance Committee Resolution Amendment

- **Motion:** To approve amendments to the Finance Committee Resolution regarding Finance Committee authority and purchasing approval processes.
- **Motion By:** Sallie Dixon
- **Seconded By:** Thomas Avery Garran
- **Vote:** Unanimous approval (no nays, no abstentions)
- **Outcome:** Motion carried

### Item 6 — Ethics Complaint Resolution

- **Motion:** To approve Ethics Committee recommendation and response.
- **Motion By:** Thomas Avery Garran
- **Seconded By:** Sallie Dixon
- **Vote:**

- **Yays:** All other members  
**Nays:** None  
**Abstentions:** Steven Horne, Cameron Strouss  
**Outcome:** Motion carried

#### **Item 7 — Ethics SOP**

- **Motion:** To approve Ethics Standard Operating Procedure.
- **Motion By:** Thomas Avery Garran
- **Seconded By:** Sabrena Gwin
- **Vote:**  
**Yays:** All  
**Nays:** None  
**Abstentions:** None  
**Outcome:** Motion carried

#### **Item 8 —ARAC Committee Member Appointments**

- **Motion:** Approve nominated members to ARAC committee: Benjamin Zappin, Andrew Appello, Kerry Adams, Thomas Easley, Alan Tillotson, Betzy Boncraft
- **Motion By:** Thomas Avery Garran
- **Seconded By:** Steven Horne
- **Vote:**  
**Yays:** All  
**Nays:** None  
**Abstentions:** None  
**Outcome:** Motion carried

**Adjourned:** The meeting was adjourned at 4:37 pm Eastern Time

**Next Meeting:** Thursday July 9, 2026 2:30 PM ET/ 1:30 PM CT/ 11:30 AM PT

**Submitted By:** Sabrena Gwin, Board Secretary  
**Date Submitted:** June 12, 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 09th day of July, 2026.

Sabrena Gwin  
Name Here, Secretary

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(insert a digital signature file above the line).