

Bismarck Tobacco Free Executive Board
Meeting Minutes
January 27, 2026
Virtual

Present: Megan Schneider, President, Dr. Vanessa Nelson, Vice President, Layn Sabot, Kelsey LaBere, Kate Gartner, Stefanie Jangula, and Sue Kahler.

Absent: Amy Heuer
Note

Recorder: Sue Kahler

Agenda Items	Discussion	Outcome/Action
Call to order/introductions	Megan Schneider, President called the meeting to order at 5:32 pm	NA
Approval of agenda	Megan Schneider, President asked for a motion to approve agenda.	Layn Sabot made the motion to approve the agenda and Dr. Nelson, VP second the motion. Motion carried.
Approval of minutes	Megan Schneider, President asked for motion to approve the minutes as presented.	Dr. Nelson, VP motion to approve the minutes from August,12, 2025 and Layn Sabot second the motion. Motion carried.
Discussion and Election of Executive Board Member Terms	Megan Schneider, President, has requested to step down from the Executive Board. Kelsey LaBere's term ends in January 2026, and she has indicated she will not continue on the Board. As a result, there are two open positions on the Executive Board. Sue Kahler shared information regarding Stefanie Jangula and Kate Gartner as potential candidates to fill the open Board seats. Sue Kahler shared with Megan Schneider, President stepping down we need to nominate a President, discussion occurred and .	Megan Schneider, President made a motion to nominate Stefanie Jangula and Kate Gartner for another 2 year Executive Board term. Layn Sabot, second the motion. An electronic vote was conducted, and all members voted in favor. Motion carried. Megan Schneider, President made a motion to nominate Stefanie Jangula for President of Executive Board Layn Sabot second the motion. Motion carried.
Tobacco Free Policy Initiatives	Sue Kahler provided an update on the tobacco free policy initiatives on CDC best practices on updates for local ordinances.	Sue Kahler will send information out to the Executive Board.
College Big Tobacco		

Exposed Project		
Other business		
Adjourn	Megan Schneider, President asked for a motion to adjourn.	Layn Sabot made the motion to adjourn; Dr. Nelson seconded the motion. Motion carried. Meeting adjourned at 6:20 pm.

Executive Board Meeting will be scheduled for March 17th, and August TBD.

Next General Coalition Meeting – Sept. 24th @ 6:30 p.m. in person

Quorum is at least 4 Executive Board Members. If a quorum is not present, the attendees can vote to adjourn the meeting, to take a break or to fix a new time to meet. Any votes taken other than this are null and void without a quorum in attendance, according to Robert's Rules.