

LANSING COMMUNITY COLLEGE
BOARD OF TRUSTEES
September 21, 2009

Regular Meeting
Adopted Meeting Minutes

Call to Order

The meeting was called to order at 6:07 p.m.

Roll Call

Present: Lavery, Proctor, Smith, Canja
Absent: Hollister, Rasmusson, Woods

Trustee Rasmusson arrived at 6:12 p.m.
Trustee Woods arrived at 6:31 p.m.
Trustee Hollister arrived at 6:42 p.m.

Pledge of Allegiance

Trustee Proctor let the Pledge of Allegiance.

Approval of Minutes

IT WAS MOVED by Trustee Proctor and supported by Trustee Smith that the minutes of the June 4, 2009 Special Board of Trustees meeting, June 8, 2009 Special Board of Trustees meeting, June 15, 2009 Regular Board of Trustees meeting, August 10, 2009 Special Board of Trustees meeting, August 20, 2009 Special Board of Trustees meeting and the August 31, 2009 Special Board of Trustees meeting be adopted.

Roll call vote:

Ayes: Lavery, Proctor, Smith, Canja
Nays: None
Absent: Hollister, Rasmusson, Woods

The motion carried.

Additions/Deletions to the Agenda

The following additions were made to the agenda:

- Trustee Lavery requested that Trust and Communication be added under the Audit Committee Report.
- Trustee Smith requested that the death of an LCC Alumni be recognized under Limited Public Comments.
- President Knight requested that the Changes in Group Health Care and Cost for the College and Employees be added under the President's Report, Informational.

Limited Public Comment Regarding Agenda Items

Trustee Smith recognized Ms. Francis Ewing, a LCC Alumni who passed away last week. Trustee Smith stated that Ms. Ewing graduated from LCC at the age of fifty went into education and worked in the Lansing School District for many years.

Dan Schiffer: Hello my name is Dan Schiffer and I have been a pilot in the Lansing Area for about forty years. As a pilot and owner of an aircraft, I have used my aircraft extensively over the years to expand my business from around the country. LCC has been very important to me in their maintenances and flight department because I am very careful about who works on my aircraft. Over the years I have discovered that the LCC students who have graduated and have gone on to repair aircrafts through maintenance have been in my opinion of a very high caliber. They have also gone around the nation after leaving LCC. Some of the graduates were Pat Jamenson, supervisor at Martin Air, Troy Lewis a mechanic at Beekum Aviation and working for Williams International and John Green who worked for Duncan and then was hired by Honeywell. These people that come out of the aviation program at LCC are top of the line. They have been very important to me and my flight department. Sometimes I've had as many as six aircrafts. A lot of people don't understand general aviation. I don't mean to preach to you on that but I would like to make sure there is an understanding of how important the LCC aviation program is to this community. If you didn't know it and sometimes the media can be a little misleading because they don't quite understand it either, general aviation is everything except the airlines and the military. So when you look at general aviation, what you are looking at are air ambulance for accident victims, organ transplants, angel flights to hospital, charter service, agricultural pest control and fertilizers, life support services in food, medical supplies and heating fuel to remote areas. It is also, emergency evacuation, flight training, private pilots and corporate pilots. We use to get most of our airline pilots from the military. About 90% of our airline pilots come from schools like LCC. Research and exploration, recreation, travel

and sightseeing, air show business, fire fighting, law enforcement, forestry and wildlife management, over night delivery FedEx, DHL, news media, movie and industry are all general aviation, all dependant upon LCC type programs. They are so important to us. My aircrafts are at the Mason facility and I have an interest in that building. That building was built for about 2.2 million not that long ago. It is almost 10 years. It actually has a market value today, if you had to re build that same building of close to \$4 million. For LCC to move out there and to put their maintenance department in that building I think is a tremendous deal and great opportunity and I very much look forward to a positive response from the Board and LCC on this. Thank you so much.

Bob Selig: I'm Bob Selig with the Airport Authority. I am here on behalf of the Airport Authority and the aviation community at the Capital Regional International Airport to ask the Board to seriously consider approving the resolutions that are before you this evening. One is for continuing flight and the other is for continuing the aircraft maintenance. A lot of things that Mr. Schiffer mentioned I won't touch on. The reality is that the aviation program at LCC has been an investment that the college has made in this region, community and airport for thirty something years. It is just not recommended or good business to just to throw all of that investment away. We have met with a lot of the staff and talked about various options on how the airport authority and LCC can work together to grow and expand that program. It remains the Airport Authorities intent to work with you on your strategic plan to make sure that is grows into a real viable and even more productive program in the future. You just have to let us know where we can fit into your plans and we're going to be there. Outside of the airport, it is important for this region to know that LCC's flight activities are critical to the retention of regional air traffic control facilities and so that is an essential part of helping to maintain those facilities for the entire aviation community. We do recommend that you approve those resolutions and continue these programs. Thank you.

Tom Krashen: Thank you very much Madame Chairperson, members of the Board, my name is Tom Krashen. I've been a pilot for 34 years. I am also a former faculty member, administrator and graduate of LCC's flight program. So I have a lot of passionate history with the program and it means a great deal to me. I currently work for the Michigan Department of Transportation. I am a pilot there and a safety officer. I am here today as a representative of myself and not as an official representative of MDOT. I still maintain regular contact with the LCC folks. I am designated by the federal aviation administration as a pilot examiner. As such, I do a lot of work with the college and grew familiar with the quality and the excellent of the program. Everything that I could say here tonight has been said very eloquently in the business proposal in front of you. It is very well done. LCC has a long history as a proud institution focusing primarily on safety and excellence in training. I think their graduates figure that

out. LCC maintenance graduates and pilot graduates work for most major airlines. I was thinking about that this afternoon. I can't think of any major airline that LCC graduates don't work for. I have the privilege of maintaining contact with some of those folk right now. This type of training is especially relevant today. As Dan mentioned earlier, the technology is currently expanding at an exponential rate. Training quality individuals in this technology is key to ensuring that the country's aviation system maintains its leadership throughout the world. Without going on any further I am very hopeful that the Board will act positively on the proposal this evening. Thank you very much.

Cindy Storie: Cindy Storie speaking on behalf of LCC MAHE and the faculty. We like to first state that our silence in this by many has been taken as no support for our flight instruction program or the aviation maintenance program. That is not true. We are very much in support of the Board considering continuation of both the flight training program and continuing the aviation maintenance program. Some of the concerns that we have are with the process, how this has been brought forward to the Board and decision being made at the college. I would like to reiterate that we would like to continue to work collaboratively with the college. To not only promote this program, but other programs and that it be done through the correct academic review process so that when it is brought forward to the Board you are considering the business plans and what is bringing brought to the table isn't just about dollars and cents but what is the best thing for our community, for our students and that faculty involvement is included in the process. I believe that has been done here. I support it and I would support the Boards decision as we move forward. I would just ask that the process be more open and transparent. Thank you.

Beckie Beard: Good evening, I am Beckie Beard, President, LCC Administrative Association. I am here tonight to speak in support of the flight and maintenance programs located at Capital City Airport. We support our colleagues and the instruction they provide. Both programs have received praise for their work, but sadly little financial support for new equipment or repairs to equipment. My comments are in regards to the lease of the Mason Airport property. Our concern is regarding the process for the lease and the lack of transparency and openness. In reviewing the Board packet tonight it appears that needed information is missing. There is a reference to a business plan but it was not included. We would like to know more about the options available for flight and maintenance, but without the needed information we request that the Board support the continuation of these programs and conduct further due diligence. Thank you.

Alexandria Cliff: Hi, my name is Alexandria Cliff and I am with LCC's Leadership Academy and I am also a part-time employee with LCC's Tutoring Department.

Everyone knows that we want everyone to graduate. Tutoring is another form that helps students maintain their grades, keep them up and be able to pass their classes. It is really nice that it is free. That is the number one thing that I have heard, that if you go to LCC you can do tutoring for free and that is an amazing thing. The problem is this fall we have seen double the amount that we normally do in the spring and previous years. With enrollment improving at LCC, we do have all these free things that they can do, but we don't have enough tutors. We do have other forms; we have different tutoring techniques that they can use and other groups they can go to. I just wanted to make it known that with the enrollment increasing we still have the same amount of tutors and I don't want to turn student's away and say, we don't have tutors for you because we want them to pass their classes. I just wanted to make it known that if somehow we can get more tutors to help the students out that would be very nice.

Resolution Presentations

Chairperson Canja stated that the Bob Anderson was unable to be present and the Board will be honoring him at the October meeting.

President Knight presented the following resolution honoring John Havranek:

The *Board of Trustees* of Lansing Community College resolves as follows:

WHEREAS, the Lansing Community College family, along with the Department of Humanities and Performing Arts, mourns the loss of employee John Havranek of Lansing who died of a heart attack on Monday, August 24, 2009 at age 57; and

WHEREAS, John Havranek served Eastern Michigan University as physical plant foreman for 22 years and most recently served Lansing Community College as a skilled carpenter and painter in the scenery shop of the Performing Arts area; and

WHEREAS, he also displayed his artistic talents with several of his original sculptures installed on the Eastern Michigan University campus: and

WHEREAS, he expressed a deep love of family and demonstrated great love of his three children and pride in their accomplishments; and

WHEREAS, he took immense pride in his work, as a manager, a problem solver, a journeyman carpenter, and an artist; and

WHEREAS, he achieved similar joy from his golfing, his boating, and his love of music; and

WHEREAS, he served his family, his interests, his employers and his endeavors with equal passion and enthusiasm, and

WHEREAS his vast hands-on abilities, his intellectual skills, his creativity, and his dynamic personality combined to make him respected and loved by all who knew him; and

WHEREAS, John Havranek will be fondly remembered as a kind and talented member of the Lansing Community College family; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, in recognition of his service and contribution to Lansing Community College, on behalf of students, faculty, and staff, offers this expression of our highest esteem to honor the memory of our employee John Havranek; and

BE IT FURTHER RESOLVED that copies of this Resolution be transmitted to the Havranek family as a lasting tribute to his memory.

AND BE IT THUS RECORDED THIS 21st day of September, 2009.

President Knight presented the following resolution honoring Bill Petry:

The *Board of Trustees* of Lansing Community College resolves as follows:

WHEREAS, the Lansing Community College family was stunned and saddened by the tragic death of long-time and well-loved faculty member William H. Petry on Tuesday, August 25, 2009; and

WHEREAS, William Petry began teaching at Lansing Community College in 1970, retiring as a full-time mathematics professor in 2004 but continuing to work as an adjunct faculty member; and

WHEREAS, to call William "Bill" Petry a teacher of mathematics is to describe a single facet of this exceptional man, for Bill was a doting father to Hisham, a devoted husband to Julia, and a peerless mentor to hundreds of students, colleagues, faculty and friends across the campus, throughout the state, and around the world; and

WHEREAS, he was also a foot soldier for social justice, founding the People for Positive Social Change at Lansing Community College and serving selflessly as a board member for East Lansing's Peace Education Center; and

WHEREAS, his dedication to the Michigan Peace Team encouraged and inspired hundreds who shared his heartfelt and unwavering belief in nonviolence; and

WHEREAS, Bill Petry was the consummate adventurer, intrepid world traveler, steady cyclist and tireless purveyor of peace; and

WHEREAS, while logging thousands of miles on his life's journey and touching thousands of lives along the way, he was always ready to "go the extra mile," whether for a training ride or a student needing help; and

WHEREAS, Bill Petry has now departed on the Greatest Adventure of all; and

WHEREAS, he has validated his belief that the world can become a better place because of one man's efforts; and

WHEREAS, Bill would only ask that you pass it along; so

NOW, THEREFORE, BE IT RESOLVED by the Lansing Community College Board of Trustees that we offer this expression of our highest esteem to honor the career and memory of Bill Petry; and

BE IT FURTHER RESOLVED that copies of this Resolution be transmitted to the Petry family as evidence of the esteem that will be long held for his memory.

AND BE IT THUS RECORDED THIS 21st day of September, 2009.

President Knight presented the following resolution honoring Carol Harton:

The *Board of Trustees* of Lansing Community College resolves as follows:

WHEREAS, with the passing of Carol Ann Harton on Sunday, August 30, 2009, Lansing Community College has lost a highly-respected and well-loved colleague; and

WHEREAS, Carol Harton was born in Detroit, Michigan on October 13, 1949; and

WHEREAS, she had a true love for students, dedicating her far too-brief life to mentoring and helping those students; and

WHEREAS, Carol Ann Harton was the recipient of many professional awards in well-deserved recognition of her knowledge and skills; and

WHEREAS, she was also a devoted mother, a loyal sister, a beloved aunt, and a cherished friend; and

WHEREAS, she was contagiously upbeat, perpetually empowered, and disarmingly open, as well as deeply spiritual, and

WHEREAS, Carol Ann Harton served as the “spark plug” in every group, gathering or meeting, motivating everyone to give their best by openly sharing who she was and what she believed; and

WHEREAS, she was nothing short of a true lady – a diva – in every way; and

WHEREAS, Carol Ann Harton truly personified “I Am LCC” and the values her college represents; and

WHEREAS, her legacy will be as a treasured member of the Lansing Community College Family; and

WHEREAS, a Lansing Community College scholarship fund has been established, in memory of her contribution to the College and as a tribute to her commitment to education; and

NOW, THEREFORE, BE IT RESOLVED by Lansing Community College Board of Trustees that we offer this expression of our highest esteem to honor the career and memory of Carol Ann Harton; and

BE IT FURTHER RESOLVED that copies of this Resolution be transmitted to the Harton family as evidence of the esteem that will be long held for her memory.

AND BE IT THUS RECORDED THIS 21st day of September, 2009.

PRESIDENT’S REPORT

Informational – President’s Update

President Knight gave the following updates:

- The former President of LCC, Philip Gannon, at the age of 87 flew an experimental aircraft that he assembled. Mr. Gannon’s wrote a note to President Knight that stated, “Old presidents of LCC don’t fade away, they fly into the sunset.” An article of him was featured in the Grand Traverse Herald.
- State Representative Joan Bauer provided the President and the Board with an update on the actions of the Michigan Legislature. The \$29 million that LCC received from the last fiscal year is planned to be received for the current fiscal year. The Governor has to sign and affirm.
- The College is working on changes in financial aid. This is a multiple step process. The college is working hard for a smooth implementation of these changes and informing students of these changes. Students must sign up for the FACTS plan every semester; therefore, a

communication plan for spring semester will start in mid-October.

- The College has selected Higher One as the firm it will contract with for financial aid disbursements to students beginning spring semester. Through Higher One's OneDisburse, the college can put the funds immediately into accounts. This will replace our process of printing and mailing checks, as well as reducing student traffic at the Student Finance windows.
- After two weeks following the drop and add period, Fall enrollment is up 8% or 1,500 students. The University Center's unduplicated headcount for Fall is 586, an increase of 107 students over Fall 2008.
- Construction for Parking Lot U at the University Center site began in July and the lot was opened for students and staff use on August 20th, the first day of Fall semester. Project completion is anticipated in late September or early October. Contractors are finishing up the landscaping and security camera installations.
- Senator Debbie Stabenow's office has informed the college that our new Early Childhood Center will receive a U.S. Department of Education CCAMPIS (Child Care Access Means Parents in School) grant. The award is for our requested amount of \$132,288 per year for 4 years.
- The National Association for Developmental Education (NADE) has awarded the Department of Language Skills a seven-year certification at the Advanced Level.
- American Chemical Society Renews Chemical Technology Accreditation.
- LCC has been named by *G.I. Jobs* magazine as a Military Friendly School for 2010. This honor ranks LCC in the top 15% of all colleges, universities and trade schools nationwide.
- Nancy M. Hayward, LCC Director of Clinical Placement and Outreach for Nursing Programs, has been appointed to a 3-year term on the Ingham County Board of Health.
- LCC's Purchasing Department is the recipient of the 14th Annual Achievement of Excellence in Procurement Award.
- LCC Radio and TV has made some significant changes over the last several months in an effort to reach a broader listening audience and communicate more effectively with LCC students, faculty, and staff as well as the greater Lansing community.

Informational – Aviation Presentation

Pam Tobin presented a power point presentation on the Aviation Flight Program which is on file with the official Board meeting materials.

Harry White presented a power point presentation on the Aviation Maintenance Technology which is on file with the official Board meeting materials.

David Hilquist gave a power point presentation on the funding of these programs which is on file with the official Board meeting materials.

Discussion followed.

President Knight stated that the LCC Foundation voted to use the proceeds of the Francis Endowment, which was created for flight, to fix LCC's aircraft.

Trustee Canja stated that the LCC Foundation agreed to dedicate all of the interest income from the Francis Endowment to support the flight program. She stated that it could be for either the funding of the capital cost of the building or for the upgrading of equipment. She further stated that the Foundation also agreed to invade the principle of that endowment by \$375,000 to support the equipment upgrades of all of the airplanes. Trustee Canja stated that the \$326,000 of equipment upgrades that are currently projected would be covered in total by the invasion of the principle of the endowment to support the program.

The following information was requested on Aviation:

1. Trustee Laverty requested more information on the AVflight building.
2. Trustee Proctor asked that the administration present 3 different options.
3. Trustee Rasmusson requested a statement from the airport authority stating that moving maintenance would not cause any harm to the airport
4. Trustee Hollister asked that the 3 options be placed on one page.

The Board agreed to hold Special meeting on Aviation.

Informational – Overview of 2009 Campus Master Plan & Capital Outlay Project

President Knight stated that the 2009 Campus Master Plan & Capital Outlay Project will be brought back next month as an action item.

Informational – June year End Close (FY 09) Financial Statements

David Hilquist presented the following information which is detailed in the Board Packet.

1. Statement & Summary as of June 30, 2009 includes:
 - a. Operating and Capital Budgets
 - b. Operating Detail Budgets
 - c. Statement of Revenue, Expenses and Changes in Net Assets
 - d. Balance Sheet

- e. Plant Funds Statement of Resources and Allocations
- f. Capital Projects Monthly Reporting
- 2. Purchase Orders Over \$100,000 – Fiscal Year ended June 30, 2009
- 3. Report on Board of Trustees Expenditures – Quarter ended June 30, 2009

David Hilquist stated that the college has a group healthcare plan in the contracts that LCC currently has with its employees. He stated TriMed will no longer be available to the college. Mr. Hilquist said that there is another healthcare plan called Choices 2, which is currently not in the contract. Mr. Hilquist stated that he has been talking with the Healthcare coalition about alternatives and was asked by the Chair of that group to talk to the Board about getting directions and will be requesting closed session for further discussions.

Consent Agenda

The following item was presented under the consent agenda:

- 1. Middle City Risk Management Trust Resolution

IT WAS MOVED by Trustee Lavery and supported by Trustee Smith to approve the President's consent agenda.

Roll call vote:

Ayes: Hollister, Lavery, Proctor, Rasmusson, Smith, Woods, Canja

Nays: None

Absent: None

The motion carried.

Action Items – Continuation of Flight & Aviation Maintenance

Chairperson Canja stated that this item has already been discussed and will be removed. She further stated that action on this item will be taken up at another time.

Action Items – Extension of Legal Services

IT WAS MOVED by Trustee Lavery and supported by Trustee Woods to approve the change order for the Extension of Legal Services.

Roll call vote:

Ayes: Hollister, Lavery, Proctor, Rasmusson, Smith, Woods, Canja

Nays: None

Absent: None

The motion carried.

Action Items – Head Start

IT WAS MOVED by Trustee Hollister and supported by Trustee Lavery to approve the change order for the Head Start Preschool Program.

Roll call vote:

Ayes: Hollister, Lavery, Proctor, Rasmusson, Smith, Woods, Canja

Nays: None

Absent: None

The motion carried.

Chairperson, Committee and Board Member Reports

Chairperson's Report – Conflict of Interest Disclosure Statement

Chairperson Canja asked the Trustees to complete the conflict of interest disclosure statements.

Chairperson's Report – Information and Announcements

Chairperson Canja made the following announcements:

- She attended the 3D exhibit last Thursday.
- Trustee Canja, Trustee Lavery and Trustee Proctor attended the Faculty Alumni Appreciation Day. She stated that it was a nice opportunity to sit down and talk with people.

Committee Reports – Audit Committee Report

Internal Auditor Severance

IT WAS MOVED by Trustee Lavery and supported by Trustee Proctor to approve the severance for Hoa Nguyen.

Roll call vote:

Ayes: Hollister, Lavery, Proctor, Rasmusson, Smith, Woods, Canja

Nays: None

Absent: None

The motion carried.

Hiring and Contract Approval Policy Amendment

Trustee Lavery presented the following policy amendment:

POLICY TITLE: HIRING AND CONTRACT APPROVAL POLICY

I. Purpose

This policy is intended to define the appropriate hiring authority for personnel and profession service providers utilized by the college and to clearly delineate those which are under the policy/ Board responsibility and those under the responsibility and authority of the president and administration.

II. Scope

This policy shall commence effective July 19, 2006.

III. General

- A. The Board of Trustees shall select, hire, negotiate terms and scope of service, and directly receive the reports and information from the following, whether hired as employees, contractors, or consultants:
 1. President
 2. Board Administrative Assistant
 - ~~3. Board Liaison~~
 3. Legal Counsel, regular, or special counsel
 4. External Auditor
 5. Internal Auditor
 6. Special consultants retained on a project basis.
- B. The President shall have the authority and responsibility to hire or retain all others employees, contractors, and service providers within the Board established policy parameters.
- C. The Chief Financial Officer shall be confirmed by the Board and have the responsibility to report directly to the Board and/or the Audit Committee, as well as to the external auditors, any suspected financial irregularities, or other matters which present a significant financial jeopardy to the college. Such matters should simultaneously be reported by the CFO to the President. Suspected criminal matters must, of course, be reported

to the State and appropriate law enforcement agencies for investigation.

IV. Responsibility

The College's President and Chief Financial Officer shall have responsibility for implementation of, and conformance to, this policy.

IT WAS MOVED by Trustee Lavery and supported by Trustee Smith to approve the amendment to the Hiring and Contract Approval Policy.

Roll call vote:

Ayes: Hollister, Lavery, Proctor, Rasmusson, Smith, Woods, Canja

Nays: None

Absent: None

The motion carried.

Severance Policy

Trustee Lavery stated that different severances were made to both bargaining unit employees, as well as high level administrators following the approval of the June 15, 2009 Budget. He further stated that the Board's severance policy states that severances are supposed to be approved by the Board.

Trustee Hollister, Smith and Canja each stated that it was their understanding that the authority was delegated to Dr. Knight in the motion approved at the May 18th meeting which states "the President is authorized to proceed with negotiations of one of more separation pay plans for employee affected by involuntary layoff, subject to the parameters the Board has discussed with the President."

Chairperson Canja stated that the question is whether the Board was able, in its delegation of authority, to delegate not only the authority to negotiate, but also the authority to negotiate final agreements with the understanding that they would not be coming back to the Board. She further stated that the Board has heard from three Trustees that this was the intent when that motion was approved. She stated that the Board did not violate its own policy by delegating the authority to the President.

Trustee Smith further stated that because the Board gave the administration parameters to follow in the negotiations it was not necessary for final agreements to come back to the Board.

Trust and Communication

Trustee Laverty stated that he felt the Board should have been made aware of a lawsuit involving a consultant and that he was disappointed that the information was learned elsewhere.

President Knight stated that he did not intentionally hide information. He stated that a CFO with a 30 year career in a large college could be named in several suits brought against the college along with the President and the Board. He stated that just by being in that type of position you would be involved in legal actions against the college. Dr. Knight stated that one cannot go through 30 years in that type of position and avoid any kind of problems. He stated that the 5 years this consultant worked for him in the same capacity no one ever said anything negative about this person or his work. He stated that he was delighted to have recruited the consultant and have him work for LCC. He further stated that the incident at Oakton was part of being a CFO and did not rise to the level that he felt was worthy of discussion.

Trustee Laverty stated that in the future the Board ought to be informed. He also stated that he supports the consultant and that he has done an outstanding job.

Trustee Laverty stated that it was discussed in the Audit committee that the college does background check when it hires employees and questioned what type of background checks are done for consultants.

A representative from HR stated that a background check only covers criminal background information. Other personal information on an individual, such as a lawsuit, would not be discovered through a criminal background check.

Closed Session

IT WAS MOVED by Trustee Smith and supported by Trustee Hollister that the Board go into closed session for the purpose of considering strategies and positions in collective bargaining.

Roll call vote:

Ayes: Hollister, Laverty, Proctor, Rasmusson, Smith, Woods, Canja

Nays: None

Absent: None

The motion was carried

The Board entered into closed session at 9:27 p.m.

The Board returned to open session at 9:46 p.m.

Roll call:

Present: Hollister, Lavery, Proctor, Rasmusson, Woods, Canja

Absent: Smith

Public Comment

There was no public comment.

Adjournment

IT WAS MOVED by Trustee Proctor and supported by Trustee Rasmusson that the meeting adjourn.

Ayes: Hollister, Lavery, Proctor, Rasmusson, Woods, Canja

Nays: None

Absent: Smith

The motion carried.

The meeting adjourned at 9:53 p.m.