

MINUTES	REGULAR	MEETING
HELD	December 16	2008

The regular meeting of the Hocking College Board of Trustees was held Tuesday, December 16 2008, in the Community Room, Davidson Hall on the Hocking College campus, Nelsonville, Ohio.

Board members present were: Dr. Alan Geiger, Mr. J. Thomas Hill, Mrs. Patricia Light, Mrs. Carol Mackey, Mr. Joe Murtha, Mr. Frank Newlon, Mr. Steve Swart, and Mr. Larry Willard.

Administrators attending were: Dr. John Light, president; George Hinkle, chief technology officer; Jerry Hutton, dean, alternative energy institute; Laura Kreider, director human resources; Dr. Judy Maxson, provost and senior vice president; Myriah Short, dean new college; Judy Sinnott, public relations director; Charles Taylor, dean perry campus; and Cindy Baden, board secretary.

Also attending were Steve Cox, admissions coach; Dr. Larry Dukes; Jane Lyons, access center; and Marc Wayner, faculty and OEAHCEA representative.

CALL TO ORDER

Mr. Larry Willard, Board Chair, called the meeting to order.

EXECUTIVE SESSION

Dr. Geiger moved that the Board go into executive session to discuss personnel matters. He asked that Dr. John Light and Dr. Larry Dukes be included. Mr. Murtha seconded the motion.

Roll call vote:

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, Mr. Swart, and Mr. Willard.

Voting No: None.

RETURN TO REGULAR SESSION

Dr. Geiger moved the Board return to regular session, seconded by Mrs. Light.

Roll call vote:

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, Mr. Swart, and Mr. Willard.

Voting No: None.

DUKES CONTRACT

Mr. Swart moved, seconded by Dr. Geiger, that the college enter into a contract with Dr. Larry Dukes, as interim executive administrator beginning January 5, 2009.

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, Mr. Swart, and Mr. Willard.

Voting No: None.

RESOLUTION 2009-08

BE IT RESOLVED, by the Hocking College Board of Trustees that Dr. Larry Dukes is hereby employed as interim executive administrator of Hocking College to begin January 5, 2009 under the terms discussed during executive session.

APPROVAL OF MINUTES

Mr. Newlon moved, seconded by Mrs. Mackey to approve the September 19 special meeting, October 28 regular meeting, and November 24 regular meeting minutes as distributed.

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, and Mr. Swart.

Voting No: None.

POLICY AND PROCEDURE COMMITTEE

Mrs. Mackey noted that revised Board bylaws had been distributed in the Board packets. Mrs. Mackey moved the adoption of the revised board bylaws. The motion was seconded by Mr. Hill.

Dr. Geiger thanked Steve Swart and Carol Mackey for all their hard work.

RESOLUTION 2009-09

BE IT RESOLVED, BY THE HOCKING COLLEGE BOARD OF TRUSTEES, that the following revised bylaws of the Hocking College Board of Trustees be adopted:

**BYLAWS
OF
THE BOARD OF TRUSTEES
OF
HOCKING TECHNICAL COLLEGE**

Adopted _____

ARTICLE I

Legal Basis and Authority

Hocking Technical College originally was chartered as Tri-County Technical Institute on September 19, 1969. Its name was changed from Tri-County Technical Institute to Hocking Technical College on February 18, 1972. The Charter gave ownership of Hocking Technical College to the Board of Trustees of the College (Ohio Revised Code Section 3357.12).

Definitions

Section 1. Definitions. In the Bylaws, the terms listed below have the following meanings:

- (a) "Board" or "Board of Trustees" means the Board of Trustees of Hocking Technical College.
- (b) "President" means the person appointed by the Board of Trustees to act as the executive officer of the College.
- (c) "Board of Regents" means the Ohio Board of Regents.
- (d) "Trustee" means a member of the Board of Trustees of Hocking Technical College.
- (e) "College" means Hocking Technical College.
- (f) "Caucus" means the caucus of the presidents of each of the boards of education of public school districts the territories of which are embraced within the Hocking

Technical College Technical College District. ("Board of education" shall include public school districts and education service centers.)

- (g) "Technical College District" means the geographic area included within the Counties of Athens, Hocking and Perry.
- (h) "School District" means a public school district.
- (i) "Chancellor" means the executive officer of the Ohio Board of Regents.

ARTICLE II

Board of Trustees

Section 1. Membership. The members of the Board of Trustees of the College shall be nine (9) in number, three (3) to be appointed by the Governor of the State of Ohio and six (6) to be appointed by the Caucus, each for a term of three (3) years. A Trustee may serve an unlimited number of consecutive terms. Appointees shall be qualified electors residing within the Technical College District and shall not be employees of the College. Each Trustee shall hold office from the date of appointment until the end of the appointed term; provided, however, that any Trustee shall continue in office subsequent to the expiration of his or her term until a successor takes office, or until a period of sixty (60) days has elapsed, whichever occurs first. The term of office for those appointed by the Caucus shall be September 1 through August 31 with no more than two (2) Trustees having an expiring term in any year. The Caucus will be called into session by the president of the largest School District in the Technical College District.

Section 2. Vacancy on the Board. All vacancies in the Board of Trustees, whether caused by resignation, death, expiration of the appointed term or otherwise, are to be filled by the authority who made the original appointment. Any Trustee appointed to fill a vacancy occurring prior to the expiration of the term for which the Trustee's predecessor was appointed shall hold office for the remainder of that term.

Section 3. Powers and Duties. The Board of Trustees shall have the power and duties delegated to it by the State of Ohio and the Ohio Board of Regents and such other powers as are necessary or incidental to exercise such specified powers. The Board of Trustees shall collectively formulate policy and delegate policy administration to the President of the College.

- (a) The Board shall establish the basic qualifications for, and shall appoint, a President of the College for such term and under such conditions as the Board may fix.
- (b) The Board shall employ the personnel of the College upon the nomination of such personnel by the President. The Board may delegate to the President the authority to employ certain categories of personnel.
- (c) The Board will hold title to all real and personal property of the College.
- (d) The Board may purchase and hold title to land, easements or rights of way which shall be necessary for proper operation of the College.
- (e) The Board may sell, exchange, transfer or lease property, real or personal, owned by the Board.
- (f) The Board may enter into contracts.
- (g) The Board may apply standards and requirements for admission and graduation of students that are not in conflict with standards and requirements of the Board of Regents.
- (h) The Board may institute and defend legal actions and suits.
- (i) The Board shall approve an annual budget.
- (j) The Board shall designate as official depository or depositories of the College, from a list of acceptable institutions provided by the chief financial officer of the College, one or more banks, savings and loan associations and/or trust companies.
- (k) The Board shall adopt and give oversight to policies as may be authorized by law and may be required for effective and safe operation of the College.
- (l) The Board shall establish and deactivate programs of instruction upon the recommendation of the President and approval by the Board of Regents.

- (m) The Board shall require the execution of such studies as are necessary to ensure the services of the College are kept current with the needs in the Technical College District.
- (n) The Board shall ensure facilities are maintained in an acceptable manner and are insured to the extent of insurable value against loss by fire and other perils.
- (o) The Board shall ensure appropriate records are kept on all employees.
- (p) The Board shall exercise its governance of the College through the President.
- (q) The Board shall conduct an annual evaluation of the President.

Section 4. Conflicts of Interest. Any Trustee, officer, employee or committee member having an interest in a contract or other transaction presented to the Board of Trustees, or a Committee thereof, for authorization, approval or ratification shall make a prompt, full and frank disclosure of his or her interest to the Board or committee prior to its taking action on such contract or transaction. The body to which such disclosure is made shall thereupon determine, by majority vote, whether the disclosure shows that a conflict of interest exists or can reasonably be construed to exist. If a conflict is deemed to exist, such person shall not vote, nor use personal influence, nor participate (other than to present factual information or to respond to questions) in the discussions or deliberations with respect to such contract or transaction. Such person may be counted in determining the existence of a quorum at the meeting where the contract or transaction is under discussion or is being voted upon. The minutes of the meeting shall reflect the disclosure made, the vote thereon and, where applicable, the abstention from voting and participation, and whether a quorum was present.

Section 5. Meeting Attendance. Pursuant to Ohio Revised Code Section 3.17, in order to remain in the position, a Trustee must be in attendance at a minimum of three-fifths of regular, special, and emergency meetings of the Board of Trustees during any two year period during the Trustee's term.

Section 6. Compensation and Expenses. Members of the Board of Trustees shall not be compensated for services they render as Trustees, but shall be entitled to receive reimbursement for reasonable costs of travel, meals and lodging while performing their duties as Trustees.

Section 7. Office of Record. The "Office of Record" and the permanent principal place of business for the Board of Trustees shall be the President's office, located at Hocking Technical College, 3301 Hocking Parkway, Nelsonville, Ohio 45764.

ARTICLE III

Meetings of the Board of Trustees

Section 1. Regular Meetings. There shall be at least ten (10) regular meetings of the Board of Trustees within each twelve (12) month period. The regular meetings will be held on fourth Tuesdays or such other recurring day of the month as fixed by the Board of Trustees on an annual basis. An annual work session may be scheduled in July or August of each year in lieu of the regular meeting.

Section 2. Special Meetings. Special meetings of the Board of Trustees may be called by the Chair of the Board. Trustees will be notified by letter, telephone or electronically. The notification will include the date, time, place and purpose of Meeting. Business will be confined to the advertised purpose. Notification will be sent so as to reach Trustees at least 24 hours prior to the meeting.

Section 3. Emergency Meetings. Emergency meetings may be called by the Chair of the Board due to the occurrence of an unforeseen emergency that requires immediate action. Trustees will be notified via telephone or electronically. The notification will include the date, time, place and purpose of the Meeting. The media will be notified in a like manner. Business will be confined to the advertised purpose.

Section 4. Notice of Regular Meetings. Notification of regular meetings shall be made as the Board directs. Unless otherwise specified in meeting notices, regularly scheduled meetings will be held on the main campus of the College at 3301 Hocking Parkway, Nelsonville, Ohio 45764.

Section 5. Quorum. A majority of the Trustees holding office shall constitute a quorum for the transaction of business at any meeting of the Board of Trustees.

Section 6. Manner of Acting. The act of a majority of the Trustees present at a meeting at which a quorum is present shall be the act of the Board of Trustees. Roberts Rules of Order shall apply at meetings of the Board unless the Board otherwise elects to act.

Section 7. Presumption of Assent. A Trustee who is present at a meeting of the Board when action is taken shall be deemed to have assented to the action taken unless: (a) the Trustee objects at the beginning of the meeting (or promptly upon the arrival of the Trustee) to holding the meeting or transacting business at the meeting,

(b) the Trustee's dissent or abstention from the action is entered into the minutes of the meeting, or (c) the Trustee files a written notice of dissent or abstention to such action with the presiding officer of the meeting before the adjournment thereof or with the Secretary promptly after adjournment of the meeting. Such right of dissent or abstention shall not apply to a Trustee who voted in favor of the action taken.

Section 8. Open Meetings Law. All meetings of the Board of Trustees and its committees shall be conducted in compliance with the applicable provisions of the Ohio Revised Code and Ohio Administrative Code regarding open meetings.

Section 9. Delegations. Individuals or delegations may be heard by a committee of the Board of Trustees upon the consent of the Chair of the Board or a majority of the Board members present at the meeting.

Section 10. Personnel Appeals. The Board may hear appeals from non-bargaining unit employees and employees reporting directly to the President after due process procedures have been exhausted. Such appeals must be presented to the Chair of the Board.

Section 11. Preparation of the Agenda. The President of the College and the Chair of the Board will develop the agenda for each meeting of the Board of Trustees. Trustees and others may present items for consideration. If they do so, items must be presented at least fourteen (14) days prior to the meeting. Copies of the Agenda will be sent to Trustees at least five (5) days prior to the meeting. Under emergencies, items may be added to the Agenda.

ARTICLE IV

Officers of the Board

Section 1. Officers of the Board. Officers of the Board shall be a Chair, a Vice Chair and a Secretary. Each officer shall be elected to a one (1) year term by the Board of Trustees at its annual organizational meeting held in September or at its next occurring meeting thereafter. The Secretary of the Board may be a person other than a Trustee.

Section 2. Terms of Office. All officers of the Board shall be elected for terms of one (1) year and may be re-elected at the end of each term, but an individual may not be elected to serve as the Chair or the Vice Chair for more than three (3) successive years. The Secretary to the Board may be re-elected for an unlimited number of successive terms.

Section 3. Chair. The Chair shall preside at all meetings of the Board, and unless otherwise directed by the Board, shall have the authority to appoint members

of and fill vacancies on all standing and other committees. He or she shall serve as Chair of the Executive Committee. Subject to these Bylaws, he or she shall fix the date and time of all regular, special, and emergency meetings, and perform such other duties as may be pertinent to the office of the Chair.

Section 4. Vice-Chair. The Vice-Chair, in the absence or incapacity of the Chair, shall temporarily assume the duties and obligations of the Chair.

Section 5. Secretary. The Secretary shall keep minutes of all Board meetings and shall promptly distribute copies to all Board members. He or she shall be responsible for the orderly preservation of all records pertaining to Board business, and shall perform all other duties usual to the office or imposed by the Chair or by Board action.

Section 6. Treasurer. The Board shall comply with the provisions of Ohio Revised Code Section 3357.10 and shall elect a Treasurer, who is not a member of the Board, to serve at the Board's pleasure. At its annual organizational meeting held in September or at its next occurring meeting thereafter, the Board may elect a new Treasurer, or the Board may re-elect the then-serving Treasurer, to serve as Treasurer until the Board next takes action to elect a Treasurer. At the conclusion of service by a Treasurer, the Treasurer shall comply, and the Board shall ensure compliance, with the provisions of Ohio Revised Code Section 3357.10(A) regarding the delivery by the then-serving Treasurer to the Board or to the Treasurer's successor all moneys, books, papers and other property of the College in the then-serving Treasurer's possession.

Section 7. President of the College. The President of the College shall not be elected as an officer of the Board; he/she is the executive officer of the College.

- (a) Subject to the conditions of his/her appointment by the Board of Trustees and the grant of authority approved by the Board of Trustees, the President is charged with responsibility and authority for the operation of the College, pursuant to state and federal laws, rules and regulations and policies of the Board of Trustees.
- (b) The President shall attend and participate in, without a vote, all meetings of the Board of Trustees except when his/her absence is expressly requested by the Board.
- (c) The President shall present recommended policies to the Board of Trustees.
- (d) The President shall recommend all educational programs and support services he/she deems to be needed by the College. Such recommendations must be

financially feasible and not in conflict with standards and requirements of the Board of Regents and the Chancellor.

- (e) The President shall advise the Facilities Committee and Board of Trustees of the need for planning, modifying and constructing physical facilities and landscape improvements.
- (f) The President shall advise the Budget Committee and Board of Trustees on the financial needs of the College and shall be directly involved in fundraising by the College to complement such needs.
- (g) Subject to oversight by the Board of Trustees, the President is responsible for the establishment of the organization of the College.
- (h) The President is responsible for other duties as assigned by the Board of Trustees.

ARTICLE V

Board Committees

Section 1. Standing Committees. The standing committees of the Board shall consist of the Executive Committee, the Budget Committee, the Facilities Committee, the Personnel Committee, and the Academic Program Committee. The Chair of the Board shall appoint the members and chairs of the Facilities, Budget, Personnel, and Program Committees. Committees will observe the provisions of these Bylaws that govern meetings of the Board of Trustees and the laws and regulations of the State of Ohio. If authorized by the Board of Trustees, committees may exercise authority of the Board from time to time except with respect to the appointment, compensation and termination of the President, election of the Officers of the Board, amendments of these Bylaws or indemnification of Trustees. Ad hoc committees may be appointed by the Chair of the Board if deemed necessary or desirable. Ad hoc committees will cease to exist upon presentation of a final report to the Board of Trustees.

Section 2. Authority of Committees. If the Board of Trustees authorizes a committee other than the Executive Committee to act on a matter referred to the committee on behalf of the Board, the chair of the committee will report on actions of the committee at the next regular, special or emergency meeting of the Board. After the committee chair's presentation of such report, the action taken by such committee shall be deemed to be the action of the Board and shall be final. If the

Board of Trustees does not authorize a committee to act on a matter on behalf of the Board, any committee action shall be reported to the Board as a recommendation for consideration and action by the Board.

Section 3. Executive Committee. The Executive Committee shall consist of the Chair of the Board and the chairs of the Standing Committees. The Chair of the Board shall serve as chair of the Executive Committee. The responsibilities of the Executive Committee shall include exercising all powers, duties, privileges, and prerogatives of the Board of Trustees during the intervals between meetings of the Board. All actions taken by the Executive Committee in accordance with this Article V, Section 3 shall be reported to the Board of Trustees by the Chair of the Board at the next meeting of the Board. After the presentation of such report, the action of the Executive Committee shall be deemed to be the action of the full Board and shall be final. The Executive Committee will meet at the call of the Chair of the Board. Other members of the Board may attend meetings of the Executive Committee; however, only members of the Executive Committee shall be entitled to vote at such meetings.

Section 4. Budget Committee. The Budget Committee shall monitor the College's fiscal affairs and recommend fiscal policies to the Board of Trustees. The Budget Committee shall review and recommend the annual budget, review financial reports of expenditures and audit reports and perform other such responsibilities as may be assigned by the Board.

Section 5. Facilities Committee. The Facilities Committee shall monitor all matters affecting the College's facilities and recommend improvements and enhancements to such facilities to the Board. The Facilities Committee may recommend designers and bids to the Board of Trustees.

Section 6. Personnel Committee. The Personnel Committee shall monitor the appointment of personnel and recommend changes, if needed, in personnel policies. This Committee shall undertake to understand and maintain currency on all areas of the College organization. The Personnel Committee is responsible for the annual evaluation of the President.

Section 7. Academic Program Committee. The Academic Program Committee shall review proposed new programs and those programs under consideration for deactivation. When appropriate, the Academic Program Committee will review the status of the programs of the college.

ARTICLE VI

Policies and Procedures

Section 1. General Provisions. The Board of Trustees may adopt and amend the policies of the College as may be required for the more effective operation of the College. Procedures shall be established to address the manner in which the policies of the Board are implemented. The establishment of procedures that directly affect the operation of the College will be established by and at the discretion of the President, subject to the Board's approval.

Section 2. Notification and Publication. The President of the College shall be responsible for providing each member of the Board, employees of the College, students and the general public access to these Bylaws and the policies, rules and regulations of the College. Such documents shall be available for public inspection by interested persons at reasonable times during business hours of the College.

Section 3. Conflicting Authority. In the event of a conflict among these Bylaws, the Charter of the College and the laws, rules and regulations of the State of Ohio, the laws, rules and regulations of the State of Ohio will have precedence over the Charter of the College and these Bylaws, and the Charter of the College shall take precedence over these Bylaws.

ARTICLE VII

Adoption and Amendments

Section 1. Adoption. Pursuant to Ohio Revised Code Section 3357.06, these Bylaws shall be deemed adopted upon the affirmative vote of a majority of all Trustees then holding office on the Board. The adoption of these Bylaws by the Board of Trustees shall automatically repeal all previous Bylaws.

Section 2. Amendments. Amendments to these Bylaws may be proposed at any meeting of the Board of Trustees. Such proposed amendments shall be referred by the Chair to the Personnel Committee for review and presentation at a subsequent meeting of the Board of Trustees. Amendments shall be effective upon the affirmative vote of the majority of all Trustees then serving on the Board at a meeting of the Board of Trustees. The Secretary shall maintain a record of all amendments of these Bylaws.

FACILITIES COMMITTEE REPORT

Mrs. Mackey indicated the steering committee met for the Advanced Energy Institute. Regular monthly meetings will be held, and weekly construction

meetings have commenced. The group is still working on some budget items and working on grant funding. The committee is working on keeping cost within budget and on time. The project is running late due to weather.

SEARCH COMMITTEE

Dr. Geiger thanked everyone for their work on the presidential search brochure. Copies of the final brochure were distributed. He noted the college will advertise in the Chronicle of Higher Education, Community College Times, online, and in large Ohio newspapers (Cleveland, Columbus, and Cincinnati). The webpage for the presidential search was viewed and will be live tomorrow. Dr. Ponitz will cull the applications down to 12-15, and the committee will be meeting in mid-February for review of applications

Mr. Willard thanked Dr. Geiger and committee for their work

PRESIDENT'S REPORT

Dr. Light noted due to the weather, he would keep his report short.

The college received \$90,000 from the 40/8 society, a group of veterans, who have donated \$190,000 since May 2007 toward nursing scholarships.

The Blues Brothers opened in Ireland, and being produced by Victor Pisano, a McClenaghan Center Board member.

Dr. Light noted he would provide a report in writing about the University System of Ohio and its impact on the budget.

A fifteen year efficiency plan was presented to the Board. Dr. Light noted the plan needed approval by the Board. Dr. Geiger moved, seconded by Mr. Newlon, the plan be approved as presented. Dr. Geiger asked if there was any thought about creating an energy conservation fund to help fund energy efficiencies and reinvest rather than coming out of general fund. Dr. Light said that this would be reviewed.

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, and Mr. Swart.

Voting No: None.

RESOLUTION 2009-10

Energy Efficiency Plan: H.B.251 Compliance Report

WHEREAS, in December 2006, the Ohio General Assembly enacted H.B. 251, a law that specifies a variety of State energy efficiency requirements, including the creation of an interuniversity committee to develop guidelines for the Board of Trustees of state institutions of higher education to use in ensuring energy efficiency and conservation in campus facilities and college operations.

WHEREAS, the goal of each institution is to reduce on-and off-campus energy consumption by at least 20 percent by the end of the fiscal year ended 2019 compared to fiscal year 2004.

WHEREAS, additionally, by December 31, 2008, each state institution's Board of Trustees is to develop a fifteen-year plan for phasing in energy efficiency and conservation projects.

WHEREAS, the plan is separated into two time units: 1) 2004 to 2008 incorporating efficiencies already completed; and 2) 2008 to 2019 which includes plans for efficiencies far exceeding the 20% as listed in H.B. 251;

THEREFORE BE IT RESOLVED, BY THE HOCKING COLLEGE BOARD OF TRUSTEES, that the College's Energy Efficiency Plan, dated November 2008, be adopted in compliance with H.B. 251.

MONTHLY BUDGET

Approval of the monthly budget was postponed until the next meeting when Dr. Hill will be present.

MEETINGS AND DATES

Ms. Baden noted the following dates:

↓ Art auction	February 14
↓ January board meeting	January 27
↓ February board meeting	February 24
↓ March board meeting	March 24

ADMINISTRATIVE REPORTS

Mr. Hutton noted he is working to get the word out about the Logan campus through the high school and is working toward the center becoming a center of excellence for technician training.

Dr Geiger thanked Dr. Light for his information regarding the University System of Ohio information in the packets.

Mr. Willard noted that Dr. Duker had been hired as interim administrator and stressed that Dr. Light is still President of the college. Mr. Willard will send out a memo so that the administrative team will understand specific duties. Mr. Willard noted the Board appreciated Dr. Light's insight and recommendations. The Board has specific projects that want Dr. Light to complete before he departs. With the hiring of Dr. Duker, this will allow Dr. Light time to complete the projects.

Mr. Willard noted that Carol Mackey has given the Board her resignation from the Board and thanked Carol for her service to the Board.

EXECUTIVE SESSION

Mrs. Light moved, seconded by Mr. Swart, that the Board go into executive session for discussion with counsel. They asked that Carter Stewart, Esq., VORYS Legal Counsel, remain.

Roll call vote:

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, Mr. Swart, and Mr. Willard.

Voting No: None.

RETURN TO REGULAR SESSION

Mr. Murtha moved the Board return to regular session.

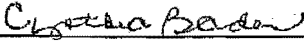
Roll call vote:

Voting Yes: Dr. Geiger, Mr. Hill, Mrs. Light, Mrs. Mackey, Mr. Murtha, Mr. Newlon, Mr. Swart, and Mr. Willard.

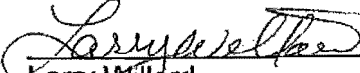
Voting No: None.

ADJOURNMENT

Mr. Newlon moved, seconded by Mr. Hill, that the meeting be adjourned.



Cynthia Baden
Board Secretary



Larry Willard
Board Chair