

**MINUTES
BOARD OF TRUSTEES OF BLINN COLLEGE**

**Board Room
Third Floor, Administration Building
Blinn College, 802 Green Street
Brenham, Texas**

Regular Meeting, Tuesday, May 19, 2015, 6:30 p.m.

The Board of Trustees convened at 6:30 p.m. in the Board Room with the following members present: Mr. Douglas R. Borchardt, President, presiding; Mr. Atwood Kenjura, Vice President; Mr. David Sommer, Secretary; Mrs. Theodora "Teddy" V. Boehm; Mr. Richard Powell.

Board members not present: Mrs. Carolyn D. Miller, CPA and Mr. Leon B. Toubin.

Members of the College staff in attendance were: Dr. Ana M. "Cha" Guzmán, Interim District President; Dr. Sylvia McMullen, President, Brazos County Campuses; Ms. Kelli Shomaker, Senior Vice President, Finance and Administrative Services/CFO; Dr. Dennis Crowson, Senior Vice President, Student Services; Ms. Cathy Boeker, Associate Vice President, Government & Public Affairs; Dr. Joseph Kirkland, Interim Vice President for Instruction for Academic Programs; Mr. Joe Baumann; Ms. Kris Beckendorf; Mr. Mark Bernier; Mr. Richard Bray; Mr. Thomas Brazzel; Ms. Barbara Corbisier; Ms. Annette Ferguson; Ms. Rebecca Garlick; Ms. Marie Kirby; Ms. Angela Lawrenz; Dr. Kyle Merten; Dr. Cheryl Metz; Ms. Susan Meyers; Ms. Yvonne Moore; Mr. Richard O'Malley; Mr. John O'Neill; Ms. Joyce Pelkemeyer; Mr. Joe Al Picone; Ms. Rebecca Ruffino; Mr. Jeremy Thomas; Mr. Jeff Tilley; Dr. Pat Westergaard and Dr. Richard Williamson.

Also registered as in attendance were: Mr. Victor Aguilar, Blinn student; Ms. Stacy Aschenbeck, Precinct 4 Trustee-elect, Blinn College Board of Trustees; Mr. Bill Betz, Chair, Blinn College Foundation; District Judge, Carson Campbell; Mr. Patrick Crank, Brenham Banner-Press; Ms. Suzanne Faske, Founder of Here I Am Orphan Ministries; Mr. Bill Oliver, WTAW; Mr. Sam Peshek, The Eagle; Mr. Joel Romo, community member, and Mr. Mark Whitehead, KWHI.

ITEM 1. CALL MEETING TO ORDER, INVOCATION AND PLEDGE TO THE AMERICAN AND TEXAS FLAGS

The meeting was called to order by Mr. Borchardt. The prayer was given by Mr. Sommer and the pledge was led by Mr. Sommer.

ITEM 2. REVIEW AND ACTION TO CANVASS VOTES CAST IN THE MAY 9, 2015, BLINN COLLEGE, JUNIOR COLLEGE DISTRICT OF WASHINGTON COUNTY, BOARD OF TRUSTEES ELECTION FOR PRECINCT POSITIONS 1 AND 4 TO SERVE SIX-YEAR TERMS AND PRECINCT POSITION 3 TO SERVE REMAINING TWO YEARS OF UNEXPIRED TERM

Mr. Borchardt performed an official canvass of votes cast in the May 9, 2015, Blinn College Regular Election and read the election results for Precincts 1, 3 and 4 (copies of the Canvass of General Election and Summary of Precinct Returns are attached and made a part of these *Minutes*).

Mr. Richard Powell was elected for trustee, Precinct 1, Mrs. Theodora "Teddy" V. Boehm was elected for trustee, Precinct 3 and Ms. Stacy Holle Aschenbeck was elected for trustee, Precinct 4. Mr. Borchardt signed all appropriate documents.

ITEM 3. ISSUANCE OF CERTIFICATES OF ELECTION AND SIGNING OF OFFICER'S STATEMENTS

Mr. Borchardt read the Statement of Officer for the newly elected Board members and asked the members to repeat and affirm the statement. Mr. Borchardt then signed the Officer's Statements and the Certificates of Election and issued the appropriate documents to each newly elected Board member (copies of the Officer's Statements and Certificates of Election are attached and made a part of these *Minutes*).

ITEM 4. SWEARING IN OF NEWLY ELECTED BOARD MEMBERS FOR PRECINCT POSITIONS 1 AND 4 FOR THE PERIOD OF MAY 2015 THROUGH MAY 2021 AND PRECINCT POSITION 3 FOR THE PERIOD OF MAY 2015 THROUGH MAY 2017

District Judge Carson Campbell administered the Oath of Office for Mr. Richard Powell and Ms. Stacy Holle Aschenbeck, for precinct positions 1 and 4 respectively, for the period of May 2015 through May 2021 and for Mrs. Theodora "Teddy" V. Boehm, for precinct position 3, to serve the remaining two years of unexpired term for the period of May 2015 through May 2017 (copies of the Oaths of Office are attached and made a part of these *Minutes*).

ITEM 5. DISCUSSION AND ACTION TO ELECT OFFICERS OF THE BOARD FOR TWO-YEAR TERMS FOR THE PERIOD OF MAY 2015 THROUGH MAY 2017

A motion was made by Mr. Powell, seconded by Mrs. Boehm, to elect Mr. David Sommer as the new Board President, Mr. Douglas Borchardt as the new Board Vice President and Mr. Atwood Kenjura as the new Board Secretary for the period of May 2015 through May 2017. Mr. Borchardt announced that the new officers would assume their roles at the conclusion of this meeting.

REPORTS, ANNOUNCEMENTS, AND OTHER NON-ACTION ITEMS:

ITEM 6. INTERIM DISTRICT PRESIDENT ADMINISTRATIVE ANNOUNCEMENTS

Dr. Guzmán reviewed recent and upcoming events (copies of the announcements and upcoming events are attached and made a part of these *Minutes*). She spoke about the privilege of participating in the recent graduation ceremonies. She gave an overview of enrollment information.

DISTRICT UPDATES

- Congratulations to Theresa Wahrmund, Linda Bow and Shelley Pearson, each of whom were awarded Teaching Excellence Awards by the Blinn Professional Associations.
- On May 6, 2015, the Blinn College Foundation hosted a special celebration honoring our 2015 National Championship Cheer and Dance team and Livestock Judging team.

- Earlier this month we announced that we will launch a new engineering degree this fall on the Brenham campus. The 60-hour degree program serves as an alternative to the Texas A&M Engineering Academy at Blinn. With more than 400 students applying for the Brenham program's 100 spots, the new engineering degree gives students who have not enrolled in the Engineering Academy an alternative pathway to a four-year engineering program.
- As of the writing of this report, the softball team has won the Region XIV Conference Tournament, qualifying the team for the NJCAA National Championships in St. George, Utah.
- Blinn's Agricultural Mechanics Show drew more than 200 entries from 75 schools around the state, making it the largest show in its 14-year history. The top three entries in each division received Blinn College scholarships.
- Blinn College student-athletes recently donated \$1,062.50 to Here I Am Orphan Ministries as part of its Adopt-a-Charity Program, which is now in its second year. Proceeds came from ticket sales at sporting events throughout the year and contributions from Buccaneer fans.
- Blinn's inaugural Clay Shootout raised more than \$35,000. Hosted by the Blinn College Alumni & Friends and the Buccaneer Alumni Lettermen Associations, 37 teams participated in the fundraiser, held April 24, 2015, at the Boswell Porter 4-H Shotgun Range in Snook. Blinn alumna Gayla Gregory and Brandy Drozd, members of the Texas A&M Trap and Skeet team, stopped by the fundraiser to support Blinn.
- Our graduation reception and commencement ceremony were held May 15 at Brenham High School.
- The May Minimester began May 18.

UPCOMING EVENTS

- May Minimester Finals - June 3
- Summer I Semester Begins - June 4
- Community College Association of Texas Trustees (CCATT) 2015 Annual Conference - Saturday, June 5 & 6, San Antonio, TX
- Summer II Semester Begins - July 7
- Association of Community College Trustees (ACCT) - Governance Leadership Institute - August 2-5, 2015, Washington, DC

ITEM 7. BRAZOS COUNTY CAMPUSES UPDATE

Dr. McMullen reviewed recent and upcoming activities and events on the Brazos County Campuses (copies of the power point presentation, announcements and upcoming events are attached and made a part of these *Minutes*).

- Renovations continue to proceed on schedule. Last month we adjusted our schedule to begin much of the first floor of the Student Center approximately three weeks earlier than originally scheduled, to help us meet our goal of completing the Student Center renovations in time for the fall semester.
- Earlier this month we hosted a ribbon cutting alongside the Brazos County Chamber of Commerce for the new Central Administrative Services Building located at the Tejas Center, and we recently began offering students a free shuttle between the campus and the Central Administrative Services Building.
- Congratulations to the Geographic Society, which was recently invited to attend the 11th annual Texas Geography Student Research Symposium at Texas State University to

present their research on Salter Farm, a unique cotton plantation in Calvert. The students' project examines how Salter Farm has been influenced by the nearby Brazos River and how its use has transformed through the years.

- Sixteen EMS students recently teamed with the Waco-based Emergency Medical Task Force (EMTF), the Texas Army National Guard, the U.S. Air Force and Austin-Travis County EMS, for a two-day simulated mass casualty event. Students triaged 45 patients, all National Guard volunteers, in a mobile medical unit set up in the parking lot of the Texas A&M Health Science Center. The volunteer patients acted out various ailments and applied "moulage," make-up mimicking their injuries, while the EMS students worked together to provide the best possible care.
- The Division of Health Sciences debuted virtual dissection equipment that will help students understand anatomy and physiology in an exciting new way Thursday at the College's Health Science Center campus. The recently-donated Anatomage Table will allow students to conduct virtual dissections in a simulated cadaver laboratory setting. Using 3D, high-resolution interactive scans, the Anatomage Table's touch-interactive display system simulates an operating table and provides a life-size representation of the human anatomy. Its extensive digital library of anatomical images allows the table to be used for radiology, surgery case review, patient consultation and research purposes in addition to anatomy education. Funds for the device were gifted to the Blinn College Foundation by an anonymous donor. The virtual dissection table will be used by the physical therapist assistant, associate degree nursing, licensed vocational nursing, radiologic technology, dental hygiene and even veterinary technology students.
- Blinn's Associate Degree Nursing, Dental Hygiene, Radiologic Technology and Veterinary Technology programs each hosted pinning ceremonies recognizing their graduating classes this month.

ITEM 8. LEGISLATIVE UPDATE

Ms. Cathy Boeker reviewed the written legislative update and answered questions from the Board (a copy of the update is attached to and made a part of these *Minutes*).

Mr. Borchardt thanked Mr. Joel Romo for his work on defeating HB 1903.

ITEM 9. INSTRUCTION PROGRAM HIGHLIGHT - WRITING CENTER

Dr. Pat Westergaard, Academic Dean, Humanities, reviewed the Humanities Division and services offered by the Writing Center. Dr. Richard Williamson, Director, Writing Center, spoke of the purpose and success from the Writing Center.

ITEM 10. BUILDINGS AND GROUNDS

Mr. Richard O'Malley, Executive Director, Facilities, Planning and Construction, gave an update on the Bryan Campus renovations. Mr. O'Malley stated that, at this point, everything is on schedule. He discussed the Brenham Campus projects as well (a copy of the Buildings and Grounds Report is attached and made a part of these *Minutes*). He responded to questions from the Board.

ITEM 11. PUBLIC COMMENT

Mr. Borchardt read the statement regarding the Board's practice related to Public Comment.

Mr. Victor Aguilar, Blinn student, addressed the Board regarding crowded conditions on the Bryan campus. He is concerned that the new campus will not be enough to address the needs. He expressed concern regarding the conditions which the faculty members work under.

Ms. Suzanne Faske, Founder of Here I Am Orphan Ministries, thanked the Board for choosing Here I Am Orphan Ministries to be the Charity of Choice for 2014-15 from the athletic program.

ITEM 12. REVIEW OF FINANCIAL STATEMENT AND LIST OF CHECKS FOR THE PERIOD ENDING APRIL 30, 2015

Ms. Annette Ferguson, Assistant Vice President/Controller, reviewed highlights from the financial statements and list of checks for the period ending April 30, 2015 (copies of the financial statement and list of checks are attached and made a part of these *Minutes*). She highlighted overall revenues and expenditures (a copy of the report for contingency funds is attached and made a part of these *Minutes*).

CONSENT AGENDA ITEMS:**ITEM 13. REVIEW AND POSSIBLE ACTION TO APPROVE THE MINUTES FOR THE APRIL 21, 2015, REGULAR MEETING****ITEM 14. REVIEW AND POSSIBLE ACTION TO ACCEPT A GIFT TO THE COLLEGE OF VARIOUS EQUIPMENT TO BE USED FOR STUDENT TRAINING IN THE VETERINARY TECHNICIAN PROGRAM**

On a motion by Mrs. Boehm, seconded by Mr. Kenjura, the Board voted to approve **CONSENT AGENDA ITEM 13: ITEM 13** - minutes for the April 21, 2015, Regular Meeting (copies of the minutes are attached and made a part of these *Minutes*); and **AGENDA ITEM 14:** the Administration to accept a gift to the college of various equipment to be used for student training in the Veterinary Technician Program (a copy of the Donation form is attached and made a part of these *Minutes*), as presented by the Administration.

ACTION ITEMS**ITEM 15. REVIEW AND POSSIBLE ACTION TO APPROVE THE ADDITION OF A NEW ASSOCIATE OF SCIENCE DEGREE IN ENGINEERING**

Dr. Kirkland reviewed the request to add an Associate of Science Degree in Engineering. This degree will be a compliment to the Blinn/TAMU Engineering Academy program. He discussed future plans to further expansion offerings.

On a motion by Mrs. Boehm, seconded by Mr. Sommer, the Board voted to approve the addition of a new Associate of Science Degree in Engineering, as presented by the Administration.

ITEM 16. REVIEW AND POSSIBLE ACTION TO APPROVE THE ADDITION OF A NEW ASSOCIATE OF SCIENCE DEGREE IN CONSTRUCTION SCIENCE

Dr. Kirkland discussed the need for an Associate of Science Degree in Construction Science. He told the Board about the possibilities with this proposed degree.

Dr. Guzmán thanked the faculty for their work in developing these new programs.

On a motion by Mr. Sommer, seconded by Mr. Kenjura, the Board voted to approve the addition of a new Associate of Science Degree in Construction Science, as presented by the Administration.

ITEM 17. REVIEW AND POSSIBLE ACTION TO ADJUST HOUSING FEES FOR SELECT ROOMS IN APARTMENTS AND IN WHEELER AND HALLSTEIN RESIDENCE HALLS TO ACCOMMODATE ADDITIONAL STUDENTS

Dr. Crowson reviewed the need for additional housing on the Brenham campus. Housing staff inventoried all on-campus housing rooms to identify rooms where additional beds could be added. Dr. Crowson asked that the Board offer a slight discount to students who would have tighter living quarters with the possible addition of students (a copy of the 2015 Housing Proposal is attached and made a part of these *Minutes*).

On a motion by Mr. Kenjura, seconded by Mrs. Boehm, the Board voted to approve the discount of housing fees by \$100/bed/semester for select rooms in apartments and Wheeler and Hallstein Residence Halls to accommodate additional students, as presented by the Administration.

RECESS FOR CLOSED SESSION (AS AUTHORIZED BY GOV'T. CODE, SEC. 551.101)

The public was recessed for a break at 7:40 p.m.

The public was recessed for closed session at 7:45 p.m.

CLOSED SESSION:

- (A) **REAL PROPERTY (GOV'T. CODE, SEC. 551.072)**
 - i. **DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY FOR THE BRENHAM, BRYAN, SCHULENBURG AND SEALY CAMPUSES**
- (B) **PERSONNEL MATTERS (GOV'T. CODE, SEC. 551.074)**
 - i. **DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL OF PUBLIC EMPLOYEES OR OFFICERS**
 - ii. **DISCUSSION OF CANDIDATES AND POSSIBLE DELIBERATION OF THE SELECTION OF THE FINALIST FOR BLINN COLLEGE DISTRICT PRESIDENT**
 - iii. **DISCUSSION OF FUTURE APPOINTMENT FOR AT-LARGE, POSITION 1, OF THE BLINN COLLEGE BOARD OF TRUSTEES**

ADDITIONAL ACTION ITEMS:

The public session was reconvened at 8:21 p.m.

Mr. Borchardt reviewed the search process for District President. There were 42 applicants, 10 of which were Skype interviews. Four finalists participated in on-campus forums and interviews. Mr. Borchardt thanked everyone for their participation in the process.

On a motion by Mrs. Boehm, seconded by Mr. Sommer, the Board voted to select Dr. Mary Hensley as the sole finalist for District President of Blinn College and to move forward with a 3-year contract beginning July 1, 2015.

Mr. Borchardt contacted Dr. Hensley via telephone and congratulated her on being selected as the 15th District President of Blinn College. Dr. Hensley thanked the Board, ACCT, College attorneys, and others for their assistance with this process. She is excited and honored for the opportunity.

ITEM 18. REVIEW AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH BOETTCHER & ASSOCIATES ARCHITECTS, INC., FOR DESIGN AND CONSTRUCTION PHASE SERVICES RELATED TO BATTING CAGE IMPROVEMENT PROJECT

Mr. O'Malley reviewed the \$500K gift to be utilized for the design and construction phase related to a batting cage improvement project. The college will not commit any additional funds to the project. The total budget of the project will be \$500K. Mr. Kenjura inquired on a timeline. Mr. Borchardt asked about the ongoing operating expense.

On a motion by Mr. Sommer, seconded by Mr. Kenjura, the Board voted to authorize the Administration to negotiate a Professional Services Agreement with Boettcher & Associates Architects, Inc., for the design and construction phase services related to batting cage improvement project, as presented by the Administration.

ITEM 19. REVIEW AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH HDR ENGINEERING, INC. FOR THE PREPARATION OF A TRAFFIC IMPACT ANALYSIS RELATED TO THE DEVELOPMENT OF THE NEW BLINN COLLEGE, BRYAN CAMPUS AT THE 95.29 ACRE SITE LOCATED AT LEONARD ROAD AND FM 2818 AND THE SUBSEQUENT DESIGN AND CONSTRUCTION PHASE SERVICES FOR THE IMPLEMENTATION OF THE FIRST PHASE IMPROVEMENTS

Mr. O'Malley reviewed the need for a Traffic Impact Analysis related to the development of the new Blinn College Bryan Campus at the 95.29 acre site located at Leonard Road and FM 2818, and subsequent design and construction phase services for the implementation of the first phase improvements (a copy of the Traffic Impact Analysis Evaluation Summary is attached and made a part of these *Minutes*). The recommendation of the Administration was to engage HDR Engineering, Inc.

On a motion by Mr. Kenjura, seconded by Mrs. Boehm, the Board voted to authorize the Administration to negotiate a Professional Services Agreement with HDR Engineering, Inc., for the preparation of a Traffic Impact Analysis, as presented by the Administration.

ITEM 20. REVIEW AND POSSIBLE ACTION TO AUTHORIZE THE ADMINISTRATION TO NEGOTIATE A PROFESSIONAL SERVICES AGREEMENT WITH KIRKSEY FOR THE DEVELOPMENT OF A COMPREHENSIVE MASTER PLAN FOR THE NEW BLINN COLLEGE, BRYAN CAMPUS AT THE 95.29 ACRE SITE LOCATED AT LEONARD ROAD AND FM 2818 AND THE SUBSEQUENT DESIGN AND CONSTRUCTION PHASE SERVICES FOR THE IMPLEMENTATION OF THE FIRST PHASE IMPROVEMENTS

Mr. O'Malley reviewed the RFQ process for the service of developing a Comprehensive Master Plan for the new Blinn College Bryan Campus at the 95.29 acre site located at Leonard Road and FM 2818 (a copy of the Facilities Master Plan Evaluation Summary is attached and made a part of these *Minutes*). The recommendation of the Administration was to engage Kirksey for the development of the Master Plan. Mr. Sommer asked Mr. O'Malley to share with the Board the critical nature of the timeline in order to make the Fall 2017 target date.

On a motion by Mr. Sommer, seconded by Mrs. Boehm, the Board voted to authorize the Administration to negotiate a Professional Services Agreement with Kirksey for the development of a Comprehensive Master Plan, as presented by the Administration.

ITEM 21. REVIEW AND POSSIBLE ACTION TO APPROVE CONTINGENCY FUNDS TO HIRE 2 NEW FULL-TIME ADVISORS IN BRYAN DUE TO THE INCREASE IN ENROLLMENT

Mr. Jeremy Thomas, Dean of Student Success, thanked the Board for the space at the Tejas Center. He reviewed the volume of advising that takes place on the Bryan Campus. He asked that two full-time Advisor positions be added to assist with the volume.

On a motion by Mr. Sommer, seconded by Mr. Powell, the Board voted to approve contingency funds to hire 2 new full-time Advisors in Bryan due to the increase in enrollment, as presented by the Administration.

ITEM 22. REVIEW AND POSSIBLE ACTION AUTHORIZING THE ISSUANCE OF A RESOLUTION DECLARING EXPECTATIONS TO REIMBURSE EXPENDITURES WITH PROCEEDS OF FUTURE DEBT

Ms. Kelli Shomaker reviewed the need to adopt a Resolution to allow Blinn College to reimburse itself for related expenses from proceeds of future debt (a copy of the Resolution is attached and made a part of these *Minutes*).

On a motion by Mr. Kenjura, seconded by Mrs. Boehm, the Board voted to authorize the issuance of a Resolution declaring expectations to reimburse expenditures with proceeds of future debt, as presented by the Administration.

ITEM 23. DISCUSSION AND POSSIBLE ACTION ON INVESTMENT OF ENDOWMENT FUNDS HELD BY BLINN COLLEGE

Mr. Borchardt gave the background of the investment of endowment funds at Blinn College and the Foundation. The college has historically invested endowment funds under the Public Funds Investment Act. Information has come to light that shows the college has additional flexibility with investment of these funds. Dr. Guzmán reviewed the information gathered. Dr. Guzmán recommended that the funds currently held by the college remain with the college but begin to be invested with the prudent person's standards to allow for a greater rate of return. She also recommended that Paragon Financial Advisors be engaged to manage the funds.

Mr. Bill Betts, Board Chair, Blinn College Foundation, was asked to comment on the issue. Mr. Betts encouraged the Board to take the action necessary to increase the rate of return regardless of whether it is within the college or the Foundation.

On a motion by Mr. Sommer, seconded by Mrs. Boehm, the Board voted to invest college endowment funds under the prudent person's standards, as presented by the Administration.

RECESS FOR CLOSED SESSION (AS AUTHORIZED BY *GOV'T. CODE, SEC. 551.101*)

The public was recessed for a break at 9:30 p.m.

The public was recessed for closed session at 9:35 p.m.

CLOSED SESSION:

ITEM 24. CLOSED SESSION:

- (A) REAL PROPERTY (*GOV'T. CODE, SEC. 551.072*)**
 - i. DISCUSSION OF POSSIBLE PURCHASE, EXCHANGE OR LEASE OF REAL PROPERTY FOR THE BRENHAM, BRYAN, SCHULENBURG AND SEALY CAMPUSES**
- (B) PERSONNEL MATTERS (*GOV'T. CODE, SEC. 551.074*)**
 - i. DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE OR DISMISSAL OF PUBLIC EMPLOYEES OR OFFICERS**
 - ii. DISCUSSION OF CANDIDATES AND POSSIBLE DELIBERATION OF THE SELECTION OF THE FINALIST FOR BLINN COLLEGE DISTRICT PRESIDENT**
 - iii. DISCUSSION OF FUTURE APPOINTMENT FOR AT-LARGE, POSITION 1, OF THE BLINN COLLEGE BOARD OF TRUSTEES**

ADDITIONAL ACTION ITEMS:

ITEM 25. RECONVENE PUBLIC SESSION

The public session was reconvened at 11:16 p.m.

ITEM 26. ADJOURNMENT

On a motion by Mrs. Boehm, seconded by Ms. Aschenbeck, the Board meeting was adjourned at 11:17 p.m.



Mr. Douglas Borchardt, Presiding
President



Mr. David Sommer
Secretary