

# Board Minutes

## Sonoma County Junior College District

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### JULY 16, 2008

The regular meeting of the Board of Trustees of the Sonoma County Junior College District convened at 3:00 p.m., Wednesday July 16, 2008, in Pedroncelli Center on the Santa Rosa Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, W. Terry Lindley, Marsha Vas Dupre and Don Zumwalt. Trustees Jeff Kunde and Onita Pellegrini were absent.

#### **APPROVAL OF CLOSED SESSION AGENDA**

M/S/C (Zumwalt/Call) the Closed Session Agenda was approved as listed on the July 16, 2008 agenda.

#### **PUBLIC COMMENTS ON CLOSED SESSION AGENDA**

There were no public comments.

The Board recessed into Closed Session at 3:01 p.m. Closed Session adjourned at 3:31 p.m.

#### **OPEN SESSION**

The Board of Trustees of the Sonoma County Junior College District reconvened at 3:35 p.m. Wednesday, July 16, 2008, in Pedroncelli Center on the Santa Rosa Campus of Santa Rosa Junior College. Trustees in attendance included: B. Robert Burdo, Richard W. Call, W. Terry Lindley, Marsha Vas Dupre, Don Zumwalt and student trustee Jordan Burns. Trustees Jeff Kunde and Onita Pellegrini were absent.

Board President Richard W. Call called the meeting.

#### **1. ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

Trustee Call announced that in Closed Session today the Board of Trustees met with legal counsel to review the status of pending litigation regarding the Race Health Science Building. No Action was taken.

#### **2. APPROVAL OF MINUTES**

M/S/C (Vas Dupre/Zumwalt), the Board of Trustees approved the Minutes of the June 10, 2008 Regular Meeting and June 24, 2008 Special Meeting.

#### **3. PRESENTATION OF "EMPLOYEE OF THE MONTH" - LINDA JAY, HUMAN RESOURCES TECHNICIAN II**

Sabrina Meyer, Assistant Director, Human Resources presented Linda Jay, Human Resources Technician as the July Employee of the Month. She acknowledged Linda's commitment and service to the Human Resources Department. Linda was presented with a Recognition Plaque from the College, two season tickets to SRT, a gift certificate to the SRJC Culinary Café and a gift certificate from department colleagues.

4. **PUBLIC COMMENTS**

There were no public comments.

5. **MONTHLY UPDATE**

A. **Board Facilities Committee**

Trustee Burdo noted that the Board Facilities Committee did not meet this month and therefore there was no report.

B. **Foundation**

None.

C. **Legislative Information**

President Agrella indicated there is nothing new to report at this time as the budget has not yet been passed.

D. **Board Member Comments**

–Trustee Zumwalt, having recently attended the SRT production of The Producers, congratulated SRT on its great entertainment.

6. **CONSENT AGENDA**

M/S/C (Burdo/Vas Dupre) the Board of Trustees approved the Consent Agenda on the following roll call vote:

Trustee Burdo	<u>aye</u>
Trustee Call	<u>aye</u>
Trustee Kunde	<u>absent</u>
Trustee Lindley	<u>aye</u>
Trustee Pellegrini	<u>absent</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>aye</u>
Student Trustee Burns*	<u>aye</u>

\*Advisory vote

A. **OUT OF COUNTRY TRAVEL TO NEWCASTLE, ENGLAND AND NORTHERN IRELAND**

Approved the out-of-country travel to Newcastle, England and Northern Ireland for Marty Kinahan, Soccer Coach in Physical Education, Dance and Athletics, from July 16-27, 2008 at no cost to the District.

B. **REVISIONS TO POLICY 3.2 – DEGREE AND CERTIFICATE PROGRAMS – SECOND READING**

Approved revisions to Policy 3.2, Degree and Certificate Programs.

C. **REVISIONS TO POLICY 3.14.2 – CLASS SCHEDULE – SECOND READING**

Approved revisions to Policy 3.14.2, Class Schedule.

**D. REVISIONS TO POLICY 3.19 – TEXTBOOKS – SECOND READING**

Approved revisions to Policy 3.19, Textbooks.

**E. REVISIONS TO POLICY AND PROCEDURE 3.22P – FIELD TRIPS – SECOND READING**

Approved revisions to Policy and Procedure 3.22P, Field Trips.

**F. NEW POLICY AND PROCEDURE 8.3.10, PROCTORING SERVICES FOR NON-SRJC EXAMS – SECOND READING**

Approved new Policy and Procedure 8.3.10, Proctoring Services for Non-SRJC Exams.

**G. INSTRUCTOR LOAD REPORTS FOR SPRING AND SUMMER 2008**

Approved the changes to the Spring and Summer 2008 Instructor Load Reports since the June Board meeting.

**H. RATIFICATION OF CONTRACTS**

Ratified contracts for the period May 21, 2008 – June 17, 2008.

**I. DECLARATION OF SURPLUS PROPERTY**

Approved the declaration of surplus property.

**J. GRANT**

Approved the following grant application and authorized expenditure of funds upon their award and receipt:

Resolution #20-08, General Child Care Development Programs Grant, submitted by Joel Gordon, in the amount of \$564,277.00 from the State of California Department of Education, with no District match required.

**K. ARTIFICIAL TURF FOR PE/ATHLETICS GREENFIELDS PROJECT, RATIFICATION OF AWARD**

Ratified the CMAS contract acquisition of the artificial turf for the PE/Athletics Greenfields Project in the amount of \$1,661,474.03, to FieldTurf USA, Inc.

**L. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #01: SITEWORK CONSTRUCTION, CHANGE ORDER #20**

Approved Change Order #20 in the amount of \$20,519.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #01: Sitework Construction, for a revised contract price of \$7,573,492.00.

**M. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #02: MECHANICAL, CHANGE ORDER #11**

Approved Change Order #11, in the amount of \$733.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #02: Mechanical, for a revised contract price of \$8,362,623.00.

**N. PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #05: BUILDING CONSTRUCTION, CHANGE ORDER #19**

Approved Change Order #19, in the amount of \$6,770.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #05: Building Construction, for a revised contract price of \$27,704,478.00.

**O. PETALUMA PHASE II/R CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #08, GENERAL BUILDING RECONSTRUCTION, CHANGE ORDER# 4**

Approved Change Order #4, in the amount of \$7,854.00, for the Petaluma Phase II/R Construction Project, Multi-Prime Division #08, General Building Reconstruction, for a revised contract price of \$4,315,389.00.

**P. PETALUMA PHASE II/R, MULTI-PRIME DIVISION #09: MECHANICAL, CHANGE ORDER #3**

Approved Change Order #3, in the amount of \$17,609.00, for the Petaluma Phase II/R, Multi-Prime Division #9: Mechanical, for a revised contract price of \$1,077,489.00.

**Q. PETALUMA PHASE II/R CONSTRUCTION/RECONSTRUCTION PROJECT, COST ANALYSIS**

Reviewed and approved the July, 2008 Cost Analysis for the Petaluma Phase II/R Construction/Reconstruction Project.

**R. PETALUMA PHASE II CONSTRUCTION MEDIA SYSTEM EQUIPMENT REBID, RATIFICATION OF BID AWARD**

Ratified the bid award of the Petaluma Campus, Phase II Construction Media System Equipment Rebid to Integrated Network Communications (INetAV) of Petaluma in the amount of \$330,615.00 for the Base Bid which includes Additive Alternate #2.

**S. PETALUMA PHASE II CONSTRUCTION PROJECT, MAHONEY LIBRARY MEDIA SYSTEMS EQUIPMENT, AWARD OF BID**

Awarded the low base bid and Alternates #A1, A2, A3, B1 and C1, in the amount of \$588,303.00 to Pro Media, of Hercules, for the Petaluma Phase II Construction Project, Mahoney Library Media Systems Equipment.

**T. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, INCREMENT II, MULTI-PRIME DIVISION #2B, BUILDING CONSTRUCTION & SITE WORK, CHANGE ORDER #6**

Approved change order #6, in the amount of \$2,161.00, for the Lawrence A. Bertolini Student Services Center, Construction Project, Increment II, Multi-Prime Division #2B, Building Construction & Site Work, for a revised contract price of \$29,047,888.00.

**U. LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, INCREMENT II, MULTI-PRIME DIVISION #2D, ELECTRICAL, CHANGE ORDER #3**

Approved change order #3, in the amount of \$12,510.00, for the Lawrence A. Bertolini Student Services Center, Construction Project, Increment II, Multi-Prime Division #2D, Electrical, for a revised contract price of \$3,425,659.00.

V. **LAWRENCE A. BERTOLINI STUDENT SERVICES CENTER CONSTRUCTION PROJECT, INCREMENTS I AND II: COST ANALYSIS**

Reviewed and approved the July, 2008 Cost Analysis for the Lawrence A. Bertolini Student Services Center Construction Project, Increments I and II.

W. **PUBLIC SAFETY TRAINING CENTER SECURITY SYSTEM PROJECT, CHANGE ORDER #2**

Approved Change Order #2, in the amount of \$5,275.00, for the Public Safety Training Center Security Upgrade Project, for a revised contract price of \$418,394.00.

X. **SHONE FARM AG PAVILION FENCING PROJECT, RATIFICATION OF AWARD**

Ratified the low bid in the amount of \$90,354.00 to Dama Construction of Santa Rosa for the Shone Farm Ag Pavilion Fencing Project.

Y. **SANTA ROSA CAMPUS ENERGY MANAGEMENT SYSTEM CONTROLS UPGRADE PROJECT, PHASE I, CHANGE ORDER #2**

Approved Change Order #2, in the amount of \$1,706.00, for the Santa Rosa Campus Energy Management System Controls Upgrade Project, Phase I, for a revised contract price of \$628,560.00.

Z. **SANTA ROSA CAMPUS ENERGY MANAGEMENT SYSTEM CONTROLS UPGRADE PROJECT, PHASE I, NOTICE OF COMPLETION**

Accepted the Notice of Completion for the Santa Rosa Campus Energy Management System Controls Upgrade Project, Phase I, and authorized staff to file said Notice with the County of Sonoma.

AA. **EMPLOYMENT CONTRACT OF THE SUPERINTENDENT/ PRESIDENT**

Approved amendments to the Superintendent/President's contract as follows:

- Effective July 1, 2008 the Superintendent/President's contract be increased by 0.3%.
- Fiscal Year 2008-09 health insurance benefits remain consistent with those of other Educational Administrators.
- The Superintendent/President's retiree stipend be increased \$100.00 per month.
- The Superintendent/President's contract be extended through June 30, 2012.

**ACTION AGENDA**

7. **HUMAN RESOURCES**

M/S/C (Lindley/Zumwalt) the Board of Trustees approved the following Human Resources actions included in the agenda.

A. **MANAGEMENT**  
**Employment**

1. **Buckley, Edmund**

**Temporary Assignment**

Special Project/Academic Affairs/Accreditation

Maximum Hours: 50

\$100.00/Hour

Effective 06-21-08 to 06-20-09

**MANAGEMENT STAFFING**

**1. Permanent Increase in Time Base**

**Department:** **Foster & Kinship Care Education Program**

**FROM:** **Project Coordinator, Foster & Kinship Care Education Program  
1.0 FTE, 238 Days/Year, Range 9.0**

**TO:** **Project Coordinator, Foster & Kinship Care Education Program  
1.0 FTE, 12 Months/Year, Range 9.0**

**Incumbent:** **Stephanie Hager**

**B. FACULTY**

**Leave of Absence**

**1. Stewart, George**

**Request for Medical Leave of Absence With Accrued Sick Leave Pay**

Adjunct Faculty/Behavioral Sciences  
Class B, Step 9, \$106.40/Hour  
Effective 04-24-08 to 05-23-08

**Resignation**

**1. Mannshardt, Steven**

Adjunct Faculty/Theatre Arts  
Class B, Step 4, \$91.58/Hour  
Effective 06-02-08

**C. CLASSIFIED  
Employment**

**1. Arnold, Peter**

**Temporary Increase in Hours**

Science Lab Instructional Assistant/Life Sciences  
217 Days/Year, Grade L, Step 2, \$22.55/Hour

**From:** .8625 FTE

**To:** 1.0 FTE

Effective 06-16-08 to 06-30-08

and

217 Days/Year, Grade L, Step 3, \$23.68/Hour

**From:** .8625 FTE

**To:** 1.0 FTE

Effective 07-01-08 to 08-12-08 and 08-18-08 to 12-22-08

**2. Eakins, Douglas**

**Temporary Increase in Hours**

Science Lab Instructional Assistant/Life Sciences  
217 Days/Year, Grade L, Step 5, \$27.42/Hour (\$26.11 Plus  
\$1.31, 11<sup>th</sup> Year Longevity)

**From:** .825 FTE

**To:** 1.0 FTE

Effective 08-18-08 to 12-22-08

- 3. Eaton, Toni**                      **Temporary Increase in Hours**  
Administrative Assistant II/College Skills  
12 Months/Year, Grade K, Step 5  
**From:** .50 FTE, \$2,246.48/Month (\$2,139.50 plus \$106.98,  
11<sup>th</sup> Year Longevity)  
**To:** 1.0 FTE, \$4,492.95/Month (\$4,279.00 plus \$213.95,  
11<sup>th</sup> Year Longevity)  
Effective 07-01-08 to 06-30-09
- 4. Edney, David**                      **Temporary Working Out of Class**  
Police Dispatcher/District Police  
1.0 FTE, 12 Months/Year, Grade K, Step 5  
**From:** \$4,279.00/Month  
**To:** \$4,492.95/Month (\$4,279.00 plus \$213.95. 5%  
Working Out of Class)  
Reason/Extra duties of maintaining department's tech  
equipment  
Effective 07-01-08 to 06-30-09
- 5. Johnson, Forrest**                      HVAC & Controls Technician/Facilities Operations  
1.0 FTE, 12 Months/Year, Grade O, Step 1, \$4,439.00/Month  
Replacement/J. Watson  
Effective 06-02-08
- 6. Johns, Linda**                      **Correction to Department Name**  
**From:** Administrative Assistant III/Occupational Education  
& Services  
**To:** Administrative Assistant III/Occupational Education  
& Economic Development  
1.0 FTE, 12 Months/Year, Grade M, Step 3, \$4,336.00/Month  
Replacement/D. Sevall  
Effective 04-21-08
- 7. Lambro, Joseph**                      **Temporary Increase in Hours**  
Horticulture Technician I/Agriculture/Natural Resources/Shone  
Farm  
12 Months/Year, Grade I, Step 4  
**From:** .50 FTE, \$1,834.00/Month  
**To:** 1.0 FTE, \$3,668.00/Month  
Effective 07-01-08 to 06-30-09
- 8. Puertas, Daniel**                      **Temporary Working Out of Class**  
Police Dispatcher/District Police  
1.0 FTE, 12 Months/Year, Grade K, Step 5  
**From:** \$4,279.00/Month  
**To:** \$4,492.95/Month (\$4,279.00 plus \$213.95. 5%  
Working Out of Class)  
Reason/Provides training to all new police dispatchers  
Effective 07-01-08 to 06-30-09
- 9. Torrigino, Joyce**                      **Temporary Increase in Hours**  
Farm Assistant/Agriculture/Natural Resources, Shone Farm  
12 Months/Year, Grade E, Step 4  
**From:** .60 FTE, \$1,831.80/Month  
**To:** 1.0 FTE, \$3,053.00/Month  
Effective 07-01-08 to 12-30-08

**Promotion/Transfer**

**1. Zarate, Hilleary**

**Promotion/Transfer**

Administrative Assistant III/Counseling  
1.0 FTE, 12 Months/Year, Grade M, Step 3, \$4,336.00/Month  
Coordinator, Student Services/New Student  
Programs/Welcome Center/Adult Reentry  
1.0 FTE, 12 Months/Year, Grade O, Step 2, \$4,707.61/Month  
(\$4,661.00 plus \$46.61 5% Shift Differential for one day/week)  
Replacement/T. Dodson  
Effective 06-02-08

**Leaves of Absence**

**1. Brady, Carrie**

**Request for Leave of Absence**

Administrative Assistant III/Agriculture/Natural Resources  
1.0 FTE, 238 Days/Year, Grade M, Step 5, \$28.96/Hour  
(\$27.58  
Plus \$1.38, 11<sup>th</sup> Year Longevity)  
Family Leave, unpaid  
with Benefits Effective 08-01-08 to 08-08-08  
and

**From:** 1.0 FTE

**To:** .50 FTE

Family Leave, unpaid Effective 08-11-08 to 09-01-08  
With benefits

Child Rearing Leave Effective 09-02-08 to 06-30-09  
unpaid

Child Rearing Leave Effective 07-01-09 to 09-04-09  
unpaid

**2. Rich, Anita**

**Request for Personal Leave of Absence Without Pay**

Administrative Assistant III/Arts, Humanities, Behavioral &  
Social Sciences  
1.0 FTE, 12 Months/Year, Grade M, Step 5, \$5,271.05/Month  
(\$4,781.00 Plus \$490.05 16<sup>th</sup> Year Longevity)  
Effective 07-17-08 to 07-31-08

**Resignation**

**1. Haring, Michael**

Custodian/Facilities Operations  
1.0 FTE, 12 Months/Year, Grade H, Step 5, \$4,042.87/Month  
(\$3,667.00 Plus \$183.35, 11<sup>th</sup> Year Longevity, plus \$192.52  
5% Shift Differential)  
Effective 07-31-08

**D. NON-STUDENT HOURLY EMPLOYMENT ACTIONS**

As listed on pages 109–129 of the agenda.

**E. REGULAR INSTRUCTIONAL ASSISTANTS**

As listed on page 131–133 of the agenda.

**F. APPROVAL TO HIRE PRIOR TO THE NEXT BOARD MEETING**

<u>Position</u>	<u>Department</u>	<u>Category</u>
<b><u>CLASSIFIED</u></b>		
1. Administrative Assistant I	Counseling	Replacement: M. LaBrucherie
2. Administrative Assistant III	Counseling	Replacement: H. Zarate
3. Custodian (2 Positions)	Facilities Operations/ Petaluma Campus	Replacement: M. Haring and New Position: Board Approved 6-10-08
4. Executive Assistant	Public Safety	Replacement: D. Wallace
5. Locksmith	Facilities Operations	Replacement: G. Watts
6. Parking Lot Attendant .75 FTE (217 Days/Year, Categorically Funded)	District Police	Replacement: T. Pozzi
<b><u>MANAGEMENT</u></b>		
1. Director, In-Service Programs/Corrections	Public Safety	Replacement: A. Chapman

**8. MAY 9, 2008 – JUNE 12, 2008 WARRANTS**

M/S/C (Burdo/Lindley) on a 3-0-1 vote the Board of Trustees approved warrants expended during the period May 9, 2008 – June 12, 2008.

Operating Expenditures

General Fund	\$2,311,282
Capital Projects Fund	941,307
General Obligation Bond Projects Fund	4,210,688
Dormitory Interest/Redemption Fund	0
Child Development Fund	12,327
College Farm Fund	39,086
Auxiliary Enterprise Fund	19,196
Vending Fund	6,000
Parking Fund	46,745
Repair & Replacement Fund	0
Self Insurance Fund	100,712
Retiree Benefits Trust Fund	0
Student Representation Fee Fund	5,808
Development Fund	22
Total Operating Expenditures	<u>\$7,693,173</u>

Payroll Expenditures

Regular - May	\$5,429,835
Supplemental - May	2,401,835
Supplemental - June	2,731,086
Student - May	171,060
Total Payroll Expenditures	<u>\$10,733,816</u>

TOTAL WARRANTS FOR PERIOD \$18,426,989

9. **RESOLUTION #21-08 DEFINING INSURANCE COVERAGE COMPLIANCE OF THE SHONE FARM FOUNDATION**

M/S/C (Burdo/Vas Dupre) the Board of Trustees approved Resolution #21-08 executing acceptance of the Shone Farm Foundation Organization's Resolution to comply with the conditions established by the Statewide Association of Community Colleges (SWACC) to be covered by the District's liability insurance and authorized submission of this resolution to SWACC along with minutes noting approval on the following roll call vote.

Trustee Burdo	<u>aye</u>
Trustee Call	<u>aye</u>
Trustee Kunde	<u>absent</u>
Trustee Lindley	<u>aye</u>
Trustee Pellegrini	<u>absent</u>
Trustee Vas Dupre	<u>aye</u>
Trustee Zumwalt	<u>aye</u>
Student Trustee Burns*	<u>aye</u>

\*Advisory vote

10. **PRESENTATION OF THE DISTRICT'S INITIAL CONTRACT PROPOSALS FOR REOPENERS FOR 2009-2010 WITH THE AFA.**

M/S/C (Lindley/Burdo) the Board of Trustees received the District's initial reopener contract proposals for 2009-10, made them available for public inspection, and scheduled a public hearing for the August 12, 2008 Board meeting.

11. **PETALUMA PHASE II CONSTRUCTION PROJECT, MULTI-PRIME DIVISION #03: ELECTRICAL, CHANGE ORDER #23**

M/S/C (Zumwalt/Burdo) the Board of Trustees approved Change Order #23, in the amount of \$254,217.00, for the Petaluma Phase II Construction Project, Multi-Prime Division #03: Electrical, for a revised contract price of \$8,580,966.00.

12. **MANAGEMENT TEAM SALARY SCHEDULE**

M/S/C (Zumwalt/Vas Dupre) the Board of Trustees approved the following, effective July 1, 2008:

1. The revised Management Team Salary Schedule dated 06-04-08 with the proposed position modifications.
2. The revised Management Team Salary Schedule adjusted by 0.3%.
3. Management Team health insurance benefits be the same as those approved for regular faculty.

*President Agrella noted that at the March 2007 Board of Trustees meeting Trustee Zumwalt requested that the management salary structure be reviewed for competitive salaries. College personnel then conducted a study and did extensive research using benchmark positions that resulted in placement and/or title changes to several positions.*

**INFORMATION**

13. **OUT-OF-STATE TRAVEL REPORT**

A listing by name, name of conference attended, and actual cost to the District for employees attending out-of-state conferences and meetings.

*It was noted that the minimal amount of travel and funds expended is due to the concerted effort of the college community in response to difficult fiscal times.*

**14. ATHLETIC PROGRAM UPDATE**

Jim Forkum, Physical Education, Dance & Athletics Dean/Athletic Director, provided an update on the athletic program, noting Big 8 Conference championships (7 in 21 men and women's sports), an overall average academic GPA of 2.88, and 55.8% of athletes receiving a Doyle scholarship. Highlighting the swim and tennis programs, he announced State Coaches of the Year: Jill McCormick (women's swim) and Jay Samonte (women's tennis). Coach Samonte was present at this meeting, as was student athlete Stuart Hutton who was named one of four national regional winners of the ITA Arthur Ashe Award for Outstanding Sportsmanship. Jim concluded by thanking the Board for its continual support of the SRJC athletics program.

*Trustee Vas Dupre congratulated the department on its high quality of citizenship and for holding sports banquets for the athletes. Trustee Call congratulated Coach Samonte and student athlete Stuart and thanked director Forkum for a great program.*

**15. REPORTS**

**A. Academic Senate**

None.

**B. Classified Senate**

Anna Felciano reported that the Classified Senate met on July 15 to set goals for the year. A priority is to redo sector guidelines to address the numerous campus moves. With the exception of Public Safety, all areas of the college community are now represented in the Classified Senate. Anna also indicated that beginning with the August meeting, she will be accompanied by a Senator at each Board of Trustees meeting.

**C. Associated Students**

Ian Maurer reported that the associated students' government retreat would be held at the end of July and would include a review of the revised student constitution. He thanked Vice President/Executive Dean Jane Saldaña-Talley for the warm welcome to student government as they alternate meetings between the Petaluma and Santa Rosa campuses. Assistant Director of Student Affairs, Brian Phifer, was also acknowledged for his support.

**16. ADJOURNMENT**

There being no further business, the Regular Meeting was adjourned at 4:25 p.m.

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Richard W. Call  
Board of Trustees