



LIVINGSTON BOARD OF EDUCATION VOTING MEETING MINUTES

Monday, October 16, 2017

Executive Session – 6:00 p.m. Livingston High School Large Conference Room
Public Voting Meeting – 7:00 p.m. Livingston High School Auditorium

A **Voting Meeting** of the Livingston Board of Education was held on this date in the Livingston High School Auditorium. The meeting was called to order at 7:00 p.m. by the Board President, Ronnie Konner, who announced that adequate notice of this meeting had been provided by amendment to notice approved at the Board's reorganization meeting on January 3, 2017 and posted at the Board of Education office and communicated to *The Star Ledger*, *West Essex Tribune*, *The Alternative Press* and the Livingston Township Clerk.

Members Present: Charles "Buddy" August, Pamela Chirls, Ronnie Konner, Samantha Messer, George Shen and Evan Tong

Also in Attendance: Christina Steffner, Steven Robinson, Lisa Capone-Steiger, Susan Burman, Joann Goldberg and approximately 30 members of the public and staff

Mrs. Chirls moved the following:

Executive Session

Whereas, the Open Public Meetings Act, N.J.S.A. 10:4-11, permits the Board of Education to meet in closed session to discuss certain matters; now, therefore be it

Resolved, that the Livingston Board of Education adjourns to closed session to discuss:

- A collective bargaining matter

Action will be taken upon return to public session. The full length of the meeting is anticipated to be approximately one hour; and be it

Further Resolved, the minutes of this closed session be made public when the need for confidentiality no longer exists.

Mr. August seconded the motion.

Vote all in favor.

Superintendent's Report

1. Conference with the Livingston Education Association

The Board meets with the Livingston Education Association's Executive Board twice a year.

In attendance were Anthony Rosamilia, President; Jennifer Larson, Vice President; Lynn Schwartz, Secretary; Melissa DeAngelus, Treasurer and Wendy Gelman, Executive Liaison.

Mr. Rosamilia began by saying they are very proud of the contract that the Board and his members overwhelmingly ratified this past spring adding they believe it was a fair settlement bargained in good faith that respected the important work of the membership as well as the taxpayers of Livingston.

Mr. Rosamilia continued he wants to sound an alarm regarding the effects of health care costs on members of public education and asked the board to continue to demand the State's full funding of our schools according to the State's own school funding formula, oppose unproven and unfunded state mandates and support any legislative measures designed to help attract and retain the best professionals for our children.

The second item Mr. Rosamilia discussed was professional development in the district. Mr. Rosamilia reported they are both pleased and optimistic about the direction the district is heading and impressed by the variety of offerings and relevance to the membership.

2. Future Ready Schools

Mrs. Erin Borino, Supervisor of Educational Technology, reviewed the Future Ready Schools initiative which was developed to help school districts develop comprehensive plans to achieve successful student learning outcomes by transforming instructional pedagogy and practice while simultaneously leveraging technology to personalize learning in the classroom. Mrs. Borino also discussed the framework and certification process which begins with the Board's approval of a resolution committing to being Future Ready. The full presentation is available on our website.

3. District Goals

Mrs. Konner led a discussion that took the Board through the four strands of the Strategic Plan in order to identify which areas they would like to adopt as district goals. Mrs. Konner explained the district goals shape what they are doing for the school year and become part of Mrs. Steffner's evaluation. A few strands were chosen to focus on and Mrs. Steffner will bring back a written write up for the Board.

Mrs. Konner asked the rest of the board to give some thought to their Board Goals, which will be discussed on the November agenda.

Board Reports

Ms. Messer explained gathering the 60 alumni staff for November did not work out as planned so the LEF is in the process of working on some other ideas and will get the word out as soon as they can.

Mr. August attended the Big L Hall of Fame on Sunday.

Mr. Shen attended an LTV meeting on Wednesday.

Mrs. Konner announced they had a 2 on 2 Meeting with the Planning Board last week which was an opportunity for us to get some information to help us to plan our facility needs in the future.

Mrs. Konner explained she and other members attended the program on random student drug testing and that the superintendent will continue to hold a series of talks. Mrs. Konner clarified that the Board has charged the Administration with investigating this and at some point in the spring, a recommendation will be presented to them.

Approval of Minutes

Mr. August moved the following:

1. Voting Meeting of September 25, 2017
2. Workshop/Voting Meeting of October 9, 2017

Ms. Messer seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner
Abstain – Ms. Messer (on 10/9 only)
Nays – None

Public Input on Agenda Items ~ up to 15 minutes

Justin Alpert, 56 Amherst Place, read through the website for Future Ready Schools and questioned if we should be participating.

Sage Blinderman, 28 East Drive, read a list of reasons why she disagrees with the random student drug testing proposal.

Michael Ramer, 22 Mohawk Drive, explained great conversations are happening all over town and online due to the random student drug testing proposal. Mr. Ramer provided the board with a list of the comments written on his Livingston Education Facebook page via email this morning. Mr. Ramer also provided the book "Born to be Wild, Why Teens Take Risks and How to Keep Them Safe" to Mrs. Steffner and Mrs. Konner.

Mrs. Konner recommended the community use the district's forum, "Tell Us," to share their comments.

Evan Brody, 11 Largo Lane, suggested an opt in and opt out provision for the random student drug testing proposal. Mr. Brody explained he served on the technology committee to implement the one to one initiative and suggested the Future Ready initiative would have better success if there were more stakeholders involved.

Matthew Koff, 13 Rumson Road, requested quantitative data on the drug problem in Livingston.

Larry Weintraub, 10 Macopin Drive, is concerned about privacy rights under the random student drug testing proposal and asked for justification as to why it is necessary in the school district.

RECOMMENDATIONS FOR APPROVAL

PROGRAM/CURRICULUM

Mr. August moved the following:

1.1 Textbooks and DVDs

Resolved, that the Livingston Board of Education approves the following DVD as shown on **Attachment A**.

1.2 Student Teacher/Nursing Intern

Resolved, that the Livingston Board of Education approves the following student to serve as a student teacher/nursing intern in the district:

<u>Intern</u>	<u>Location</u>	<u>Cooperating Teacher</u>	<u>Cooperating Nurse</u>	<u>Dates</u>
Amy Heuer	LHS	Nancy Ooms	Carolyn Ross	8/31/17-12/20/17

Mrs. Chirls seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner
Nays – None

STUDENT SERVICES

Mrs. Chirls moved the following:

2.1 Out of District Placements

Resolved, that the Livingston Board of Education approves placement for the academic year 2017-2018 for four (4) Livingston students with disabilities and for the Extended School Year Program 2017 (Summer Programs) for one (1), as classified and recommended by the Child Study Team, in facilities with tuition costs to be determined within the limits established by the New Jersey Board of Education as shown on **Attachment B**.

2.2 Related Services/Medical Consultants

Resolved, that the Livingston Board of Education approves the following consultants that will be utilized to provide related services for the 2017-2018 school year:

AUDIOLOGICAL SERVICES

Saint Barnabas Ambulatory Care Center – CAP \$700.00/evaluation

AUGMENTATIVE/ALTERNATIVE COMMUNICATION & ASSISTIVE TECHNOLOGY

Cerebral Palsy of North Jersey – ATLAS Division \$750.00/evaluation

CHILD STUDY TEAM EVALUATIONS

Dunbabin, Elise \$400.00/evaluation
Petrozzino, Jane \$400.00/evaluation

MULTISENSORY READING INSTRUCTION

Lindamood Bell \$152.00/hour

NEUROLOGICAL/NEURODEVELOPMENTAL EVALUATIONS

Atlantic Health System
Saint Joseph’s Children’s Hospital

\$675.00/evaluation
\$450.00/evaluation

OCCUPATIONAL THERAPIST

NJY – Round Lake

\$125.00/hour

SPEECH AND LANGUAGE THERAPIST

NJY – Round Lake

\$125.00/hour

VISUALLY IMPAIRED SERVICES

New Jersey Commission of the Blind and Visually Impaired

\$4,500.00/student – Level 2

Mr. August seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner
Nays – None

BUSINESS

Mr. Shen moved the following:

3.1 Payment of Bills

Whereas, the Board Secretary has audited certain vendor claims as required by N.J.S.A. 18A:19-2 and Board Policy 6470 and presented them to the Livingston Board of Education with the recommendation they be paid, now therefore be it

Resolved, that the Livingston Board of Education approves the payment of the following bills in the amounts listed and attach a complete copy of these bills to the minutes of this meeting.

<u>Fund</u>	<u>Name</u>	<u>Amount</u>
10&11	Regular	\$2,220,599.99
12	Regular	1,261,073.02
20	Regular	94,144.64
30	Referendum	195,988.27
60	Cafeteria	<u>1,000.40</u>
	TOTAL	<u>\$3,772,806.32</u>

Regular Checks	72441-72952	\$3,575,817.65
Referendum Checks	706-709	195,988.27
Cafeteria Checks	470-473, 1001-1005	<u>1,000.40</u>
	TOTAL	<u>\$3,772,806.32</u>

3.2 Board Secretary Report – August 2017

Whereas, the Livingston Board of Education has received the Report of the Board Secretary for August 31, 2017, consisting of:

- 1) Interim Balance Sheets

- 2) Interim Statements Comparing Budgeted Revenue with Actual to Date and Appropriations with Expenditures and Encumbrances to Date
- 3) Schedule of Revenues - Actual Compared with Estimated
- 4) Statement of Appropriations Compared with Expenditures and encumbrances, and

Whereas, the Livingston Board of Education has received the report of the Treasurer for August 31, 2017, which report is in agreement with the Report of the Board Secretary, and

Whereas, these reports show the following balances on the date indicated:

	Cash Balance	Appropriation Balance	Fund Balance
(10) General Current Exp. Fund	10,238,633		
(11) Current Expense		34,901,431	3,848,239
(12) Capital Outlay		329,339	3,178,235
(20) Special Revenue Fund	240,020		
(30) Capital Projects Fund	2,250,988		
(40) Debt Service Fund	110,008		
Total:	\$12,839,649	\$35,230,770	\$7,026,474

Whereas, pursuant to N.J.A.C. 6:20-212(d), the Board Secretary has certified that as of August 31, 2017, no budgetary line item account has obligations and payments contractual orders which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8, 18A:22-8.1, now therefore be it

Resolved, the Livingston Board of Education accepts the above referenced reports and certification and directs that they be made part of this resolution by reference, and be it

Further Resolved, the Livingston Board of Education certifies that, after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of its knowledge no major account or fund has been over-expended in violation of N.J.A.C.6:20-2.13(d) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3.3 Transfers

Whereas, the Superintendent of Schools recommends certain transfers among accounts in the 2017-2018 budget for August pursuant to Board of Education Policy 6422, now therefore be it

Resolved, that the Livingston Board of Education ratify transfers pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6:20-2A.10:

<u>Object</u>	<u>Description</u>	<u>To</u>	<u>From</u>
0420	Clean/Repair Maintenance	\$550	
0600	Supplies and Materials		\$594
0610	General Supplies		\$147
0640	Textbooks	\$191	
	TOTALS	\$741	\$741

3.4 Field Trips

Resolved, that the Livingston Board of Education approves the field trips as shown on ***Attachment C***.

3.5 Conferences and Overnight Trips

Resolved, that the Livingston Board of Education approves *Christina Steffner, Steven Robinson, Patricia Boland, Lisa Capone-Steiger, Tom Douglas, Pamela Chirls, Ronnie Konner and Ronnie Spring*, Superintendent, Business Administrator, Assistant Superintendents, Technology Manager and Board Members, to attend the New Jersey School Boards Association Workshop in Atlantic City, New Jersey from October 25 to 27, 2016 at a cost not to exceed \$720 each.

Resolved, that the Livingston Board of Education approves *Chrystie Young*, Assistant Principal, to attend the Visual Learning Plus Foundation Day on October 10, 2017 in Hempstead, New York at a cost not to exceed \$400.

Resolved, that the Livingston Board of Education approves *Marybeth Kopacz*, Director of Curriculum, Instruction and Professional Development, to attend the Literacy Leadership Summit 2017 from November 1 to 3, 2017, in Nashville, Tennessee, at no cost to the district.

Resolved, that the Livingston Board of Education approves *Natalie Topylko*, Director of Curriculum, Instruction and Testing, *Tom Douglas*, Technology Manager and *Erin Borino*, Educational Technologist, to attend the NJ Association of School Administrators Techspo'18 from January 25 to 26, 2018, in Atlantic City, New Jersey, at a cost not to exceed \$800 each.

Resolved, that the Livingston Board of Education approves *Christina Steffner*, Superintendent, to attend the AASA's National Conference on Education from February 14-17, 2018 in Nashville, TN at a cost not to exceed \$2,300.

Resolved, that the Livingston Board of Education approves *Lucy Lee* and *Amro Mohammed*, World Language teacher and Dean of Students, to chaperone approximately 15 students visiting China from March 22 to 31, 2018, at no cost to the district.

3.6 Board Member Assignments

Resolved, that the Livingston Board of Education approves the revised president's designation of the following assignments to include both a Curriculum and a Finance and Facilities Committee as noted on ***Attachment D***.

3.7 Participation in Future Ready Schools NJ

Whereas, the Livingston Board of Education first seeks to support the identification of a Future Ready Schools – New Jersey district team lead and create a team of FRS-NJ specialists that infuse Digital Learning across multiple disciplines including: math, technology, media, arts, science, language arts, and Career and Technical Education.

Whereas, the Livingston Board of Education will support and promote the development of individual school Future Ready teams that infuse Digital Learning across multiple disciplines including: math, technology education, media, arts, science, language arts, and Career and Technical Education.

Therefore, it is resolved that the Livingston Board of Education agrees to participate in the Future Ready Schools – New Jersey.

We hereby appoint Erin Borino to be the district's liaison to the Future Ready Schools – New Jersey, who will report to the board upon the completion of tasks for the certification program.

We do hereby recognize that Erin Borino will be the responsible agent at the district level to carry out the district's commitment for its schools to participate in Future Ready Schools – New Jersey.

We agree to follow through with the district's commitment and support our schools achieve certification through the Future Ready Schools – New Jersey Certification Program.

3.8 Policies and Regulations

Resolved, that the Livingston Board of Education approves the following policy for first reading:

Policy #8505 – Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M)

Resolved, that the Livingston Board of Education approves the following regulations for second reading and adoption:

Regulation #8465 - Hate Crimes and Bias-Related Acts (M)

Regulation #8467 - Weapons (M)

Resolved, that the Livingston Board of Education issues the following regulation:

Regulation #0155 - Board Committees

Ms. Messer seconded the motion.

Ms. Messer asked about the monitoring of the elementary schools to ensure they are all taking the same field trips. Mr. Robinson replied we do that internally.

Mrs. Konner explained that under resolution 3.6, the Board established two new standing committees since this list was approved at the Reorganization to get into more in depth discussions about subjects that come to them twice a month as part of their board responsibilities. These committees are Finance and Facilities and Curriculum.

The Board discussed some revisions to Regulation #0155 that will be included in the version being issued.

Ms. Messer asked how frequently the committee meetings will take place and Mr. Robinson replied it is up to the committee and what topics or issues are being discussed.

Ms. Messer suggested allowing remote participation at committee meetings.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner
Nays – Mrs. Chirls (on Resolution 3.5, paragraph 6 only)

PERSONNEL

Ms. Messer moved the following:

4.1 Resignations

Resolved, that the Livingston Board of Education accepts the resignations of:

Name	Position	Reason	Location	Last Day of Employment
<i>Richard Owens</i>	School Counselor	Retirement	LHS	December 31, 2017
<i>John Palatucci</i>	Teacher of Music	Retirement	RHE/Collins/Harrison	June 30, 2018
<i>Marilyn Lehren</i>	Manager of Communications & Community Outreach	Resignation	Central Office	October 20, 2017
<i>Bonnie Platek</i>	Instructional Aide	Resignation	Collins	October 6, 2017
<i>Michael Harris</i>	Instructional Aide	Resignation	LHS	October 11, 2017
<i>Angela Wyatt-Frazier</i>	Playground Aide	Resignation	MPE	September 26, 2017
<i>Adam Elgarhi</i>	Instructional Aide	Resignation	HMS	September 29, 2017
<i>Megan McGinley</i>	Instructional Aide	Resignation	HMS	September 29, 2017
<i>Gabrielle Titone</i>	Instructional Aide	Resignation	Hillside	October 18, 2017
<i>Meagan Montesano</i>	Instructional Aide	Resignation	Harrison	October 19, 2017
<i>Antoinette Burns</i>	Instructional Aide	Resignation	Harrison	October 20, 2017
<i>Brooke Jenkinson</i>	Instructional Aide	Resignation	LHS	October 24, 2017

4.2 Leaves of Absences

Resolved, that the Livingston Board of Education approves the leaves of absences of:

Name	Position	Location	LOA w/pay and benefits	LOA w/o pay, but with benefits (if applicable)	Extended LOA w/o pay or benefits	Return Date
Laura Kirkpatrick*	TOSD	MPMS	9/5/17-10/13/17	10/16/17-1/1/18**	NA	1/2/18
Arbena Asani*	Custodian	MPE	4/26/17-5/31/17 (.5)	5/31/17 (.5)-8/23/17**	8/24/17-9/15/17	9/18/17
Vanessa Vito	Teacher of Social Studies	HMS	2/12/18-4/6/18	4/9/18-6/21/18 & 8/29/18-9/5/18**	9/6/18-6/30/19	9/1/19
Christine Siti*	School Counselor	Harrison	9/25/17-1/8/18	1/9/18-2/8/18 & 2/9/18-5/18/18**	5/21/18-6/30/18	8/29/18
Jessica Ayars	Elementary School Teacher	RHE	3/12/17-4/17/18	4/18/18-6/30/18 & 8/29/18-9/19/18**	9/20/18-9/30/18	10/1/2018
Sheily Chang	Elementary School Teacher	MPE	1/15/18-3/2/18	3/5/18-4/27/18**	NA	4/30/18
Samantha Weisberg	Teacher of Mathematics	HMS	1/17/18-2/1/18	NA	2/2/18-5/11/18	5/14/18
Carolyn Otte	ABA Discrete Trial TA	BHE	10/2/17-10/6/17	NA	10/9/17-11/17/17	11/20/17

*as amended from a previous agenda

**Designates time counted toward NJFLA/FMLA

4.3 Appointments

Resolved, that the Livingston Board of Education approves the applications indicated below (*) for emergent hiring for the following appointments under the requirements of N.J.S.A. 18A:16-1 et. seq., N.J.S.A. 18A:39.17 et. seq.; N.J.S.A. 18A:6-4.13 et. seq.

Name	Location	Title	Tenure Track/LOA or LT Replacement	Replacing	Guide	Step	Salary	Effective Date
Lyndsay George*	BHE/MPE	Elementary School Teacher	One Year Leave Replacement	Stephanie Mora/Sheily Chang	BA+16	2	\$54,850	8/30/17

Mary Kate O'Brien	Harrison	School Counselor	Leave Replacement	Christine Siti	MA	2	\$60,101 (pro- rated)	10/16/17
Tiffany Mazza	Hillside	Playground Aide	NA	NA	NA	NA	\$14.00/h r	10/9/17

**amended from previous agenda*

Resolved, that the Livingston Board of Education approves the appointment of the Teaching Assistants and Instructional Aides as listed on **Attachment E**.

4.4 **Substitutes**

Resolved, that the Livingston Board of Education approves the appointment of *Sharon Yasner* as a long-term substitute Elementary School Teacher (replacing Melissa Lowenthal) at Burnet Hill Elementary School from November 6, 2017, through December 11, 2017. Ms. Yasner will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of *Sharon Petrillo* as a long-term substitute PRIDE Teacher (replacing Caroline Gower) at Burnet Hill Elementary School from August 30, 2017, through September 29, 2017. Ms. Petrillo will be compensated \$262 per day worked for this assignment.

Resolved, that the Livingston Board of Education approves the appointment of the individuals listed below to serve as substitutes for the 2017-2018 school year:

Teachers

William Boni
Charles Epstein
Colleen Currao

Nurses

Kathleen Maurice

Custodians

Massimo Bagnasco (\$15.50/hr)
Kimberley Hyatt (\$15.50/hr)

4.5 **Extra Work Pay**

Resolved, that the Livingston Board of Education approves the following payments as listed on **Attachment F** for work performed.

4.6 **Stipends**

Resolved, that the Livingston Board of Education approves the individuals on **Attachment G** for co-curricular stipends at Livingston High School in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education approves the individuals on **Attachment H** for Elementary stipends in accordance with the contract between the LBOE and the LEA.

Resolved, that the Livingston Board of Education rescinds the appointment of *Christina Mamangakis-Evans* as Gay Straight Alliance Advisor at Livingston High School for the 2017-2018 school year.

Resolved, that the Livingston Board of Education rescinds the appointment of *Melissa Pelullo* as Science Olympiad Advisory at Livingston High School for the 2017-2018 school year.

Resolved, that the Livingston Board of Education accepts the resignation of and rescinds the appointment of *Byron Hamby* as Assistant Boys Basketball Coach at Livingston High School for the 2017-2018 school year.

4.7 Summer Work

Resolved, that the Livingston Board of Education approves the curriculum writers as reflected on **Attachment I** at the approved rate(s).

4.8 Home Instruction Personnel Approval and Rates

Resolved, that the Livingston Board of Education adopts the rate as specified in Article XX on page 97 of the LEA contract for all individuals providing home instruction for the 2017-2018 school year, whether currently or formerly employed by the district, regardless of the capacity in which the individual is/was employed, provided proper certification is held. Furthermore, with this resolution, the Board authorizes all appropriately certified current employees, retirees and approved substitutes of the district to serve as home instructors for the 2017-2018 school year, provided they have not had a break in service and have appropriate criminal history review authorization on file with the district.

4.9 Reappointments

Resolved, that the Livingston Board of Education reappoints the individual listed on **Attachment J** as Playground Aide for the 2017-2018 school year.

4.10 Lateral Move

Resolved, that the Livingston Board of Education approves contract changes to be made for the certificated staff member listed on **Attachment K** who completed course work with passing grades and is eligible for a lateral move on the contract guide. The salary adjustment is effective and retroactive to September 1, 2017.

4.11 IDEA Basic and IDEA Preschool Salary Allocations

Resolved, that the Livingston Board of Education approves the reallocation of a portion of the salaries of the individuals listed on **Attachment L** to be funded through the IDEA Basic and IDEA preschool grants.

4.12 ESEA Title I and Title IIA Salary Allocations

Resolved, that the Livingston Board of Education approves the reallocation of a portion of the salaries of the individuals listed on **Attachment M** to be funded through the ESEA grant.

4.13 Job Description

Resolved, that the Livingston Board of Education approves the following job description:

Communication and Community Outreach Coordinator

Mr. Shen seconded the motion.

The Board wished Marilyn Lehren good luck in her new position at Montclair State University.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner
Nays – None

MISCELLANEOUS

Mr. August moved the following:

5.1 HIB Report

There was no HIB Report.

5.2 Suspension Report

Resolved, that the Livingston Board of Education approves the Suspension Report for the month of September.

Mrs. Chirls seconded the motion.

ROLL CALL VOTE – Ayes – Mr. August, Mrs. Chirls, Ms. Messer, Mr. Shen, Mrs. Konner
Nays – None

Public Comment ~ up to 15 minutes

Justin Alpert, 56 Amherst Place, suggested we get more students involved in extracurricular activities, that there are a number of people not happy with IEP process and the directive from the NJDOE encourages students to have a voice.

ADJOURNMENT

At 9:15 p.m., Mr. August made a motion to adjourn the meeting.

Ms. Messer seconded the motion.

Vote all in favor.

Respectfully submitted,

Steven K. Robinson
Board Secretary