

TOWNSHIP OF MONTVILLE
BOARD OF EDUCATION
Virtual Meeting

Minutes

Regular Meeting of the Board of Education

Tuesday, May 26, 2020

No members of the public were present. President Grau called the meeting to order at 7:03 p.m. with a roll call.

Roll Call

Present: Dr. K. Cortellino, Mr. J. Daughtry, Mrs. C. Fano, Mr. M. O'Brien, Mr. M. Rappaport, Ms. M. Zuckerman, Mr. M. Palma and Mr. C. Grau.

Absent: Dr. D. Modrak.

Also, Present: Superintendent of Schools, Dr. Rene Rovtar
School Business Administrator, Ms. Katine Slunt
Assistant Superintendent, Dr. Casey Shorter
Assistant Superintendent for Curriculum & Instruction, Ms. Andrea Woodring
Board Attorney, Stephen Edelstein

Closed Session

A motion was made by Mr. O'Brien and seconded by Dr. Cortellino to enter into Closed Session through the following resolution. All present members voted yes.

WHEREAS, the Open Public Meetings Act, N.J.S.A.10:4-11, permits a public body to meet in closed session to discuss certain matters;

WHEREAS, the said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education has determined that it is necessary to meet in Closed Session on May 26, 2020, at 7:03 p.m. to discuss:

- 1) Legal Update
- 2) Evaluation of the Superintendent

BE IT FURTHER RESOLVED, that the Montville Township Board of Education reserves the right to discuss other matters;

BE IT FURTHER RESOLVED, that the minutes of this closed session be made public when the need for confidentiality no longer exists.

Vice-President Palma reconvened the meeting to order at 7:33 p.m., with a roll call. All members were present, except President Grau. Dr. Modrak and Diane Maggiore, Assistant to the Business Administrator were present.

Vice-President Palma welcomed the public and led the flag salute. Twenty members of the public were present, virtually.

Open Public Meeting Notice

Ms. Slunt read the Open Public Meeting Notice, as listed below:

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies, at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the act, Montville Township Board of Education provided a public notice of this meeting, which included time, date and location, that was posted at the Montville Township Municipal Building, all Montville public schools, the Montville Public Library, the Montville Township Board of Education Administrative Office Building, the district website and advertised in the Daily Record, the Board's official newspaper, on January 10, 2020.

President Grau joined the meeting at 7:40 p.m.

Section E:

High School Student Representatives Report

There was no report by the Student Representatives.

Section F:

Superintendent's Report

Presentations: Dr. Rovtar introduced Dr. Casey Shorter, Assistant Superintendent, who presented the NJSLA Science Assessment for the 2018-2019 school year. The Board noted the results of the 2018-2019 NJSLA Science Assessment.

Good News & Progress in Our Schools: Dr. Rovtar congratulated the Hilldale Elementary School and Valley View Elementary School on being named 2020 National Schools of Character and noted that the schools will officially be recognized at the National Forum on Character Education in Washington, D.C. in March 2021.

Dr. Rovtar also congratulated the following MTHS National History Day entries, who have advanced to the National Level Virtual Competition:

2020 NHD Theme – “Breaking Barriers in History”

***Individual Exhibit** –9th Grader- Jake Shenkman - “Filippo Brunelleschi and His Impact on the Renaissance”

***Group Exhibit** – 11th Graders - Isabella Kruger, Hannah Mikelis, Hayley Kirk, Charlotte Weinstein, & Megan Kirk - “Radium Girls: The Glowing Women Reformed the Workplace”

***Group Performance** - 10th Graders - Isabelle Duddie, Jacquelyn Dal Bon, & Isabella Catto - “CODE OR DIE: Alan Turing’s Enigma”

Finally, Dr. Rovtar congratulated Joshua Estrin who placed third in the National Seventh Grade Tournament and earned first place in the Perennial Math Virtual Tournament.

Remarks: Dr. Rovtar withdrew J.3 Resolution Allowing Graduation under Proper Social Distancing from the agenda, and then introduced Doug Sanford, Principal of Montville Township High School. Mr. Sanford discussed the revised plans for the 2020 Graduation, based on the Governor’s revised Executive Order on social distancing after July 6, 2020.

Suspension/ Violence and Vandalism Monthly Reports to the Board of Education: There were no reports presented.

Section H: Public Participation

(For items on the agenda only)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest.

Dr. Rovtar provided directions for public participation in the meeting. Three members of the public spoke.

The member thanked the Board and Administration for their work on the 2020 Graduation, suggesting that a Task Force assist with the planning. President Grau thanked the member for her suggestion.

The second member questioned July 6, 2020 as a possible date for the 2020 Graduation, due to the holiday weekend. Dr. Rovtar responded, indicating that the holiday will not be an issue.

The final member thanked the Board and Administration for their work on the 2020 Graduation, questioning the use of the virtual graduation video. President Grau clarified, indicating that it will be a memento for the graduates.

Business Administrator's Report

Ms. Slunt provided no report.

Section G:

Committee Reports

G.1	Finance & Facilities	Karen Cortellino Joseph Daughtry Michael O'Brien Charles Grau	The Committee had no report.
G.2	Curriculum & Instruction	Michael Palma David Modrak Michelle Zuckerman Charles Grau	The Committee had no report.
G.3	Policy & Personnel	David Modrak Christine Fano Michael Rappaport Charles Grau	The Committee had no report.

G.4	Communications	Michelle Zuckerman Karen Cortellino Michael Rappaport Charles Grau	The Committee had no report.
G.5	Safety & Security	Michael O'Brien Joseph Daughtry Christine Fano Charles Grau	The Committee had no report.
G.6	Ad-Hoc		There were no Ad-Hoc Committees.
G.7	Delegate Liaisons: N.J.S.B.A.	Karen Cortellino	The Liaison had no report.
	Delegate Liaisons: M.C.S.B.A.	Michael O'Brien	The Liaison had no report.
	Delegate Liaisons: M.C.E.S.C.	Michael Rappaport	The Liaison had no report.
	Delegate Liaisons: D.A.C.	Michael Palma	The Liaison had no report.
	Delegate Liaisons: Montville Athletic Boosters	Michael O'Brien	The Liaison had no report.
G.8	P.T.C. Liaisons: Cedar Hill	Karen Cortellino	The Liaison had no report.
	P.T.C. Liaisons: Hilldale	Charles Grau	The Liaison had no report.
	P.T.C. Liaisons: Valley View	Joseph Daughtry	The Liaison had no report.
	P.T.C. Liaisons: William Mason	Christine Fano	The Liaison had no report.
	P.T.C. Liaisons: Woodmont	Michael Palma	The Liaison had no report.
	P.T.C. Liaisons: Lazar Middle	David Modrak Michael Rappaport	The Liaison had no report.
	P.T.C. Liaisons: High School	Michelle Zuckerman Michael O'Brien	The Liaison had no report.

Consent Resolutions

A motion was made by Mr. Palma and seconded by Mr. O'Brien to approved the following resolutions in a consent motion.

Section I:

Board

I: Minutes

RESOLVED, that the Montville Township Board of Education approves the minutes of the following meetings as submitted:

May 12, 2020 Executive Session, Regular Meeting

May 12, 2020 Public Session, Regular Meeting

No additional comments were made.

Section J:

Administration

J.1: Gifts, Grants and Donations

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, provides the following gifts, grants and donations in accordance with Policy 7230:

	Donor	Recipient	Purpose	Amount
1	Montville Township Board of Education	Montville Kiwanis Food Pantry	Support Montville Township Residents	\$ 1,400.00

J.2: Harassment, Intimidation and Bullying Report

No actions are to be considered on this agenda.

No additional comments were made.

Section K: Facilities and Finance

Chair, Dr. Cortellino – Mr. Daughtry, Mr. O’Brien

K.1: Payment of Bills

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approves the payment of the following bills for the period of April 29, 2020 – May 26, 2020 that shall be made a part of this record, as attached in [Document K.1.](#)

Payments of Bills for:	General Fund (Fund 10)	In the amount of	\$ 1,578,240.53
	Special Revenue Fund (Fund 20)	In the amount of	49,088.57
	Capital Projects Fund (Fund 30)	In the amount of	216,756.30
	Debt Service Fund (Fund 40)	In the amount of	0.00
	Food Service Fund (Fund 60)	In the amount of	0.00
	MEDLC Fund (Fund 61)	In the amount of	266.10
	Investment Trust Fund (Fund 82)	In the amount of	0.00
	Subtotal		\$ 1,844,351.50
	Payroll – April (Various Funds)	In the amount of	4,676,839.20
	TOTAL		\$ 6,521,190.70

K.2: Transfer of Funds

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, ratifies budget transfers for the period ending April 30, 2020 as listed on attached [Document K.2.](#)

K.3: Financial Reports

WHEREAS, the Montville Township Board of Education has received the Report of the Board Secretary and the Treasurer’s Report for the month of April 2020, as attached in [Documents K.3.a and K.3.b.](#), respectively, and

WHEREAS, the reports of the Board Secretary and Treasurer are in agreement; and

WHEREAS, in compliance with N.J.A.C. 6A:16.10 and N.J.S.A. 18A:22-8.1, that I certify that, as of the date of the report, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education except as noted, and that transfers have been submitted for approval of the Board at subsequent meetings.

_____ Katine M. Slunt, School Business Administrator/ Board Secretary

NOW, THEREFORE, BE IT RESOLVED, that in compliance with N.J.S.A. 18A:17-9 and 18A:17-36, the Board of Education approves the monthly financial reports of the Board Secretary and Treasurer and certifies that, after review of the monthly financial reports of the Board Secretary and Treasurer, and upon consultation with the appropriate district officials, to best of its knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:16.10 and N.J.S.A. 18A:22-8.1, and that sufficient funds are available to meet the district’s financial obligations for the remainder of the year; and

BE IT FURTHER RESOLVED, that pursuant to P.L. 2004 Ch. 73 (S-1701), the board certifies that after review of the Secretary’s monthly financial report and upon consultation with the appropriate district officials, that there are no budgetary transfers that cumulatively exceed 10% that would require the approval of the Commissioner of Education; and

BE IT FURTHER RESOLVED that a copy of the reports, as attached in [Documents K.3.a](#) and [K.3.b](#), shall become a part of the minutes of this meeting.

K.4: Use of Facility Requests

WHEREAS, the groups and organizations listed in [Document K.4](#), have requested the use of school facilities and these requests comply with Policy #7510, “Use of School Facilities” unless a waiver is so indicated:

THEREFORE BE IT RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the listed groups and organizations to rent or use the requested facilities; and

BE IT FURTHER RESOLVED, that the School Business Administrator is hereby authorized to issue permits for these requests but that the board continues to reserve the right to withdraw approval or permission at any time.

K.5: Approval of the Professional and Other Service Providers for the 2019-2020 Fiscal Year

RESOLVED, that pursuant to PL 2015, Chapter 47, the Montville Township Board of Education renews, awards or permits to expire the following contracts previously awarded by the Board of Education.

	Service Provider	Service Rendered	Previous Contracted	Estimated Cost
New Contract:				
1	Matthew Bergbauer	MTHS Virtual Graduation Video Production	0.00	9,500.00
2	Mai Day Productions LLC	LZ Virtual Graduation Video Production	0.00	5,000.00
3	Warwick Drive-In Theater	Drive-In Theater	0.00	5,000.00

BE IT FURTHER RESOLVED, that the Board President and/or School Business Administrator/ Board Secretary are authorized to execute corresponding contract agreements (if applicable) on behalf of the Board of Education.

K.6: [Food Service Management Company 2019-2020: Emergency Procurement and Contract Modification](#)

RESOLVED, that the Montville Township Board of Education approves a modified agreement to facilitate the feeding of students with “The Pomptonian, Inc.”, the district’s Food Service Management company for the 2019-2020 school year, due to COVID-19 from March 16, 2020 to June 30, 2020.

WHEREAS, the billing from Pomptonian will include; all payroll costs associated with the emergency feeding, all purchases of food and supplies and any other direct expenses. Pomptonian will also include our fee for providing this service. The fee will be \$139 per day, which is 60% less than our fee per day through February 2020.

BE IT FURTHER RESOLVED, that the Board President and/or Business Administrator are authorized to execute the contract on behalf of the Board of Education.

K.7 Revision to Honeywell Contract for Phase II- E.S.I.P.:

WHEREAS, the Montville Township Board of Education revised Phase II of the Energy Savings Improvement Plan (E.S.I.P.) at its public meeting held on May 12, 2020 to include a roof improvement at Montville Township High School related to the installation of solar panels, and;

WHEREAS, this revision adjusted the scope of work to be completed by the **Honeywell International** in connection with Phase II of the E.S.I.P., and;

WHEREAS, this revision adjusted the existing contract with **Honeywell International**, in order to complete the roof replacement at Montville Township High School under Phase II of the E.S.I.P.

BE IT RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent and School Business Administrator, approves the revision to the contract with **Honeywell International**, increasing it by \$964,255 in order to complete the roof replacement at Montville Township High School under Phase II of the E.S.I.P.

K.8 [Contract Award: Custodial/Maintenance Operations – Aramark Management Services](#)

WHEREAS, the Montville Township Board of Education (“Board”) issued a Request for Proposals for the provision of Custodial, Grounds and Management Services for the term of Five (5) years and subject to annual appropriations of sufficient funds to meet the extended obligation, (“Services”) pursuant to authorization to use the competitive contracting process from the Department of Community Affairs, Division of Local Government Services; and

WHEREAS, the Board received a total of three (3) proposals at the public proposal opening held on April 29, 2020; and

WHEREAS, pursuant to the competitive contracting requirements, the proposals were evaluated based upon criteria set forth in the Request for Proposals to determine the contractor providing the Proposal that was most advantageous to the Board based on an analysis of price and other factors; and

WHEREAS, a proposal was submitted by Aramark Management Services Limited Partnership, of Philadelphia, PA, for a contract amount of Twelve Million, Eight Hundred Fourteen Thousand, Seven Hundred Thirty One Dollars and Eighty Four Cents (\$12,814,731.84), for the period of July 1, 2020 through June 30, 2025, subject to annual appropriations; and WHEREAS, upon the Board’s consideration of the proposals received, the Board and its evaluation team, by utilizing evaluation criteria pursuant to the competitive contracting requirements, have determined Aramark Management Services Limited Partnership’s proposal to be in the best interest of the Board, price and other factors considered;

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby incorporates the findings above; and BE IT FURTHER RESOLVED, that the Montville Township Board of Education (“Board”), hereby awards the contract for Custodial and Management Services to **Aramark Management Services Limited Partnership**, for a total contract price of Twelve Million, Eight Hundred Fourteen Thousand, Seven Hundred Thirty One Dollars and Eighty Four Cents (\$12,814,731.84), for the period of July 1, 2020 through June 30, 2025, subject to the following annual appropriation amounts:

- A. The Contract Price for the period of July 1, 2020 through June 30, 2021 shall be Two Million, Four Hundred Thirteen Thousand, Seven Hundred Thirteen Dollars and Thirty-Two Cents (\$2,413,713.32).
- B. The Contract Price for the period of July 1, 2021 through June 30, 2022 shall be Two Million, Four Hundred Eighty-Six Thousand, One Hundred Twenty-Four Dollars and Seventy-Two Cents (\$2,486,124.72).
- C. The Contract Price for the period of July 1, 2022 through June 30, 2023 shall be Two Million, Five Hundred Sixty Thousand, Seven Hundred Eight Dollars and Forty-Six Cents (\$2,560,708.46).
- D. The Contract Price for the period of July 1, 2023 through June 30, 2024 shall be Two Million, Six Hundred Thirty-Seven Thousand, Five Hundred Twenty-Nine Dollars and Seventy-Two Cents (\$2,637,529.72).
- E. The Contract Price for the period of July 1, 2024 through June 30, 2025 shall be Two Million, Seven Hundred Sixteen Thousand, Six Hundred Fifty-Five Dollars and Sixty-Two Cents (\$2,716,655.62).

BE IT FURTHER RESOLVED, that the Board’s Counsel is authorized to negotiate the terms for the Custodial and Management Services and transmit same to **Aramark Management Services Limited Partnership**; and BE IT FURTHER RESOLVED, that the Board will prepare any filings with the New Jersey State Comptroller’s Office as required by statute; and BE IT FURTHER RESOLVED, that upon the execution of the contract that the Business Administrator is hereby authorized to return the bid bonds with a note of thanks for participation.

K.9: AmeriFlex FSA Administration Services Agreement: 2020-2021

RESOLVED, that the Montville Township Board of Education approve an agreement with Ameriflex of Mount Laurel, New Jersey for Flexible Spending Account (FSA) Administration Services for the period July 1, 2020 through June 30, 2021.

No additional comments were made.

Section L: Personnel *Chair, Mr. Modrak– Mrs. Fano, Mr. Rappaport*

RESOLVED, that the Montville Township Board of Education approves the following personnel items: (NOTE: Approval of this resolution authorizes the Superintendent to submit to the county superintendent applications for emergent hiring and the applicant’s attestation that he/she has not been convicted of any disqualifying crime pursuant to the provisions of N.J.S.A. 18A:6-7.1 et. seq., N.J.S.A. 18A:39-17 et. Seq., or N.J.S.A. 18A:6-4.13 et. seq. for those employees listed below. All appointments are contingent upon receipt of proper teaching certification, and all salary placements are pending receipt of college transcripts verifying degree status and letter stating years of service in other districts.)

L.1: Leave of Absence

No actions are to be considered on this agenda.

L.2: Resignations, Retirements, Terminations

No actions are to be considered on this agenda.

L.3: Appointments and Transfers

(*denotes mentoring required)

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following:

	Name	Action	Position	Location	Degree/ Step	Salary	Effective/ Term. Date	Discussion
1	Donovan, Crystal	Approve	Sp. Education Teacher	Lazar	BA/6	\$56,353.00	09/01/20 - 06/30/21	Replaces KD

2	Vasan, Shuba	Approve	BCBA Part-Time	Special Services	MA30/10	\$54,160.00	09/01/20 - 06/30/21	.77 FTE New budgeted position
3	Mazza, Jillian	Approve	School Social Worker	Special Services	MA/5	\$62,388.00	09/01/20 - 06/30/21	Replaces DH
4	Neff, Elizabeth	Approve	Elementary School Teacher	Woodmont	MA/11	\$67,593.00	09/01/20 - 06/30/21	From .67 to 1.00 FTE New Section
5	Cherry, Allison	Approve	Elementary School Teacher	Cedar Hill	BA/5	\$55,678.00	09/01/20 - 06/30/21	New Section
6	Russo, Jonathan	Approve	Music Teacher	Cedar Hill W. Mason	BA/10	\$59,848.00	09/01/20 - 06/30/21	Replaces KB
7	DiLascio, Joseph	Transfer	Media Specialist	Cedar Hill	MA30/19	\$105,135.00	09/01/20-06/30/21	Replaces JD-Salary includes \$1,200.00 longevity
8	Cherry, Jacqueline	Transfer	Elementary School Teacher	Cedar Hill	BA/5	\$55,678.00	09/01/20 - 06/30/21	Replaces JD From BSI
9	Keegan, Cydney	Approve	Paraprofessional	Lazar	N/A	\$21.53 hourly	09/01/20 - 06/30/21	From LTS-Replaces HV Not to exceed 32.5 hours weekly
10	Wright, Stephani	Transfer	Paraprofessional	William Mason	N/A	\$21.53 hourly	09/01/20 - 06/30/21	From Hilldale-Replaces DR Not to exceed 32.5 hours weekly

L.4: Adjustments and Stipends

No actions are to be considered on this agenda.

L.5: Appointment of Substitutes

No actions are to be considered on this agenda.

L.6: Home Instruction Services

No actions are to be considered on this agenda.

L.7: Degree Changes

No actions are to be considered on this agenda.

No additional comments were made.

Section M: Curriculum, Instruction & Technology

Chair, Mr. Palma– Mr. Modrak, Ms. Zuckerman

M.1: Professional Day Travel

(pursuant to or in excess of Policies # 0147, 3440 and 4440)

No actions are to be considered on this agenda.

M.2: Contracted Special Services

No actions are to be considered on this agenda.

M.3: Approval of Field Trips

RESOLVED, that the Montville Township Board of Education, upon the recommendation of the Superintendent, approves the following in accordance with Policy 2340:

	School: Grade/Club/Team (Advisor)	Destination	Transportation Funding	Admission Fee Funding	Accommodations Funding
1	MTHS: Grade 12 (Sanford)	Warwick Drive-In Theater	N/A	\$5,000.00	N/A

M.4: Uncompensated Placements (Student Teachers, Interns, Externs, Volunteers)

No actions are to be considered on this agenda.

M.5: Out-of-District Placement

No actions are to be considered on this agenda.

M.6: New Textbooks

No actions are to be considered on this agenda.

No additional comments were made.

Section N: Policy

Chair, Mr. Modrak– Mrs. Fano, Mr. Rappaport

N.1: Introduction of Bylaws, Policies, and Regulations

No actions are to be considered on this agenda.

N.2: Adoption of Bylaws, Policies, and Regulations

No actions are to be considered on this agenda.

No additional comments were made.

Section P: Vote on Consent Resolutions

Roll Call

A Roll Call Vote was called by Ms. Slunt. The motion passed, as noted below:

Mr. M. Palma	Voted Yes,	on resolutions I through N, without exception.
Mr. M. O’Brien	Voted Yes,	on resolutions I through N, without exception.
Dr. K. Cortellino	Voted Yes,	on resolutions I through N, without exception.
Mr. J. Daughtry	Voted Yes,	on resolutions I through N, without exception.
Mrs. C. Fano	Voted Yes,	on resolutions I through N, without exception.
Dr. D. Modrak	Voted Yes,	on resolutions I through N, without exception.
Mr. M. Rappaport	Voted Yes,	on resolutions I through N, without exception.
Ms. M. Zuckerman	Voted Yes,	on resolutions I through N, without exception.
Mr. C. Grau	Voted Yes,	on resolutions I through N, without exception.

Section O:

Closed Session Announcement

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;

WHEREAS, the said law requires the Board to adopt a resolution at a public meeting before it can meet in such an executive or private session;

BE IT THEREFORE RESOLVED, that the Montville Township Board of Education has determined that it is necessary to meet in Closed Session on June 2, 2020 at 6:30 p.m. to discuss (select one or more):

1. Superintendent’s Harassment, Intimidation and Bullying (“HIB”) update/recent matters and investigations, if any; and
2. JCP&L Lazar Power Lines Improvement Project; and
3. Any other permitted closed session matters not currently known, which may arise.

BE IT FURTHER RESOLVED, that the Montville Township Board of Education will meet in public session on June 2, 2020 at 7:30 p.m. via Virtual Meeting.

BE IT FURTHER RESOLVED, that the minutes of this closed session be made public when the need for confidentiality no longer exists.

Section Q:**Old Business**

There was no Old Business discussed.

Section R:**General Board Comment and New Business**

Dr. Cortellino congratulated Dr. Rovtar on her participation in the New Jersey Department of Education Steering Committee on the Reopening of Schools. President Grau continued, highlighting Dr. Rovtar's Performance Evaluation for the 2019-2020 school year.

President Grau thanked the staff and the Administration for their participation in the 'Cap & Gown Delivery' to the district's graduates and the VFW celebration for Memorial Day.

Finally, President Grau reminded the Board of their next two meetings on June 2 and June 16, 2020.

Section S:**Public Participation**

(On any item of interest)

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. No members of the public spoke.

Section T:**Adjournment**

A motion was made by Mr. O'Brien and seconded by Mr. Daughtry to adjourn the meeting. The motion passed, all present members voting in favor of the motion. The meeting adjourned at 8:06 p.m.

Respectfully Submitted,

Katine Slunt
Board Secretary