

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
District Service Center
5621 County Road 101
Minnetonka, Minnesota

Minutes of January 6, 2022 Regular Board Meeting

The School Board of Minnetonka Independent School District #276 met in regular session at 7:00 p.m. on Thursday, January 6, 2022 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Chris Vitale presided. Other Board members present were: Mark Ambrosen, Patrick Lee-O'Halloran, John Odom, Lisa Wagner and Superintendent Dennis Peterson, ex officio. Absent: Katie Becker and Meghan Selinger. The meeting was also livestreamed on the District's YouTube channel.

Prior to the meeting, the Board recognized, via a video, AP Scholars; SAT Exam Top Score Recipients; and the Employee Giving Campaign Site Coordinators.

Also prior to the meeting, Superintendent Peterson administered the oath of office to re-elected Board member Chris Vitale and newly elected Board member Patrick Lee-O'Halloran. Newly elected Board member Meghan Selinger will be sworn in at a later date.

Chairperson Vitale then called the meeting to order and asked that everyone stand and recite the Pledge of Allegiance to the Flag.

1. AGENDA

Wagner moved, Lee-O'Halloran seconded, that the School Board approve the agenda, as presented. Upon vote being taken thereon, the motion carried unanimously.

2. ELECTION OF OFFICERS

Superintendent Peterson announced that each year at the organizational meeting of the School Board, Board members were asked to elect from their membership, by majority vote, persons to fill the positions of Chairperson, Vice-Chairperson, Treasurer, and Clerk.

Chairperson

Ambrosen moved, Wagner seconded, that Chris Vitale's name be placed in nomination to be Chairperson of the Minnetonka School Board for 2022. Upon vote being taken thereon, the motion carried unanimously, with Mr. Vitale abstaining from the vote. Chairperson Vitale thanked Board members for their vote of confidence.

Vice-Chairperson

Wagner moved, Odom seconded, that Mark Ambrosen's name be placed in nomination to be Vice-Chairperson of the Minnetonka School Board for 2022. Upon vote being taken thereon, the motion carried unanimously, with Mr. Ambrosen abstaining from the vote.

Treasurer

Vitale moved, Ambrosen seconded, that Katie Becker's name be placed in nomination to serve as Treasurer of the Minnetonka School Board for 2022. Upon vote being taken thereon, the motion carried unanimously.

Clerk

Odom moved, Ambrosen seconded, that Lisa Wagner's name be placed in nomination to serve as Clerk of the Minnetonka School Board for 2022. Upon vote being taken thereon, the motion carried unanimously, with Ms. Wagner abstaining from the vote.

Deputy Clerk and Deputy Treasurer

Ambrosen moved, Odom seconded, that the School Board appoint Executive Director of Finance & Operations Paul Bourgeois as Deputy Clerk to act on the Clerk's behalf on normal and routine business matters, and as Deputy Treasurer to carry out duties as described in law and in his job description. Upon vote being taken thereon, the motion carried unanimously.

3. **SCHOOL REPORT: CLEAR SPRINGS**

Clear Springs Elementary Principal Curt Carpenter and members of his staff spoke about how they are personalizing programs to meet the needs of all students. They spoke about multi-tiered systems of support and how that work is being focused to support students' academic and social/emotional needs.

4. **COMMUNITY COMMENTS**

Chairperson Vitale noted that this opportunity for comment was available to community members who wished to address the Board on any item on that night's agenda. He also read the guidelines for Community Comments, for the benefit of those who wished to speak.

The following individuals then addressed the Board:

- Chanhassen resident Melinda Andrews spoke against vaccine quotas for children and tying those quotas to masking
- Chanhassen resident Susanne Schaer spoke against mandating COVID vaccines for children

- MHS student Jin Bang spoke regarding her concerns with the Safe Learning Plan and how she believes it is not working at the high school
- Minnetonka resident Amy Cho spoke in support of masking

5. **ORGANIZATION OF THE SCHOOL BOARD**

Superintendent Peterson said the following agenda items covered the annual organizational duties of the Board.

Day, Time and Place of Board Meetings:

Superintendent Peterson said that traditionally the Board had met on the first Thursday of the month and that this was being proposed for 2022. There will be no meeting in July.

Wagner moved, Ambrosen seconded, that the School Board meetings be held at 7:00 p.m. in the Community Room at 5621 County Road 101, Minnetonka, Minnesota on the following dates during 2022:

Thursday, January 6, 2022	Thursday, August 4, 2022
Thursday, February 3, 2022	Thursday, September 1, 2022
Thursday, March 3, 2022	Thursday, October 6, 2022
Thursday, April 7, 2022	Thursday, November 3, 2022
Thursday, May 5, 2022	Thursday, December 1, 2022
Thursday, June 2, 2022	

Upon vote being taken thereon, the motion carried unanimously.

Day, Time and Place of Study Sessions

Superintendent Peterson said that traditionally the Board had met in Study Session on the third Thursday of the month and that this was being proposed for 2022, except in February and October when other dates have been chosen to avoid conflicts. There will be no Study Session in July.

Lee-O'Halloran moved, Odom seconded, that Study Sessions be held at 6:00 p.m. in the Community Room at 5621 County Road 101, Minnetonka, Minnesota on the following dates during 2022:

Thursday, January 20, 2022	Thursday, August 18, 2022
Thursday, February 24, 2022	Thursday, September 15, 2022
Thursday, March 17, 2022	Thursday, October 27, 2022
Thursday, April 21, 2022	Thursday, November 17, 2022
Thursday, May 19, 2022	Thursday, December 15, 2022
Thursday, June 16, 2022	

Upon vote being taken thereon, the motion carried unanimously.

Setting of Salaries:

Wagner moved, Ambrosen seconded, that the School Board establish salaries for each School Board position as follows:

- An annual salary of \$375.00 per month in 2022 for each Board Member.
- An additional annual salary of \$1500.00 in 2022 for the Chairperson.
- An additional annual salary of \$750.00 in 2022 for the Vice-Chairperson.
- No extra amount in 2022 for the Clerk.
- No extra amount in 2022 for the Treasurer.
- A stipend of \$50.00 per meeting in 2022 for up to four standing committee meetings per month.

Upon vote being taken thereon, the motion carried unanimously.

Designation of Depositories:

Ambrosen moved, Odom seconded, that the School Board adopt the following resolution:

BE IT RESOLVED THAT:

1. *US Bank, Minneapolis, MN*
2. *Wells Fargo Bank, NA, Minneapolis, MN*
3. *Alerus Financial, NA, Grand Forks, ND*
4. *MN Trust Investment Fund (PMA Financial Network), Albertville, MN*
5. *Chase Manhattan Bank (Smith Barney, Inc.), New York, NY*
6. *MN School District Liquid Asset Fund (PFM Asset Management), Minneapolis, MN*
7. *Northland Trust Services, Minneapolis, MN*
8. *Bank of New York Mellon, New York, NY*
9. *Computershare Trust Company, NA, Canton, MA*

be designated as depositories for the funds of this District, and any designated representatives of this District hereby authorized to open or cause to be opened an account or accounts with said institutions of such terms, conditions and agreements as shall be required by said institutions, to endorse or cause to be endorsed, in the name of the District or to negotiate or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto. The designated representatives are the Executive Director of Finance & Operations Paul Bourgeois, or Coordinator of Budget and Financial Systems Ashwin Muni.

RESOLVED FURTHER, *that checks or other withdrawal orders issued against the funds of this District on deposit with said institutions may be signed by the regular facsimile signature as follows:*

1. _____, *Clerk*

2. _____, *Chairperson*

3. _____, *Treasurer*

and said institutions are hereby fully authorized to pay and charge to the account of this District any checks, drafts or other withdrawal orders, so signed, including those payable to the individual order of the person signing the same and including also checks or other withdrawal orders payable to said institutions or to any other person or corporation, which are applied in payment or any indebtedness owing to said institutions from the person or persons who signed such checks or other withdrawal orders. Upon telephone request of the designated representatives, transfer of funds between designated depositories is authorized.

RESOLVED FURTHER, *that the resolution shall continue in force until express written notice of its recession or modification has been furnished to and received by said institutions.*

RESOLVED FURTHER, *that any and all resolutions heretofore adopted by the School Board of the District and certified to:*

1. *US Bank, Minneapolis, MN*
2. *Wells Fargo Bank, NA, Minneapolis, MN*
3. *Alerus Financial, NA, Grand Forks, ND*
4. *MN Trust Investment Fund (PMA Financial Network), Albertville, MN*
5. *Chase Manhattan Bank (Smith Barney, Inc.), New York, NY*
6. *MN School District Liquid Asset Fund (PFM Asset Management),
Minneapolis, MN*
7. *Northland Trust Services, Minneapolis, MN*
8. *Bank of New York Mellon, New York, NY*
9. *Computershare Trust Company, NA, Canton, MA*

as governing the operation of this District's account(s) with them be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.

Upon vote being taken thereon, the motion carried unanimously.

School Attorneys:

Wagner moved, Ambrosen seconded, that the School Board appoint as legal counsel for 2022 the law firms of Kennedy & Graven; Dorsey & Whitney; Ratwik, Roszak & Maloney; Hitesman & Wold; and Mr. Dennis O'Brien from Engelmeier & Umanah, P.A.; and authorize administrative staff and Board leadership to seek legal counsel from these firms and individuals as dictated by the circumstance. Upon vote being taken thereon, the motion carried unanimously.

Official Newspaper:

Ambrosen moved, Wagner seconded, that the School Board authorize the *Sun-Sailor* as the official newspaper for 2022 for legal publications such as the Clerk's Minutes of Proceedings, the Policy Statement on Free and Reduced School Lunch Program and Bids for District Purposes. Upon vote being taken thereon, the motion carried unanimously.

Additionally, Lee-O'Halloran moved, Wagner seconded, that the School Board authorize the use of the District website as an alternative means of dissemination for District bids, quotes, and requests for proposals as authorized under Minnesota Statutes 331A.03 Subd. 3(b). Upon vote being taken thereon, the motion carried unanimously.

Official Radio Station:

Ambrosen moved, Odom seconded, that the School Board designate radio station WCCO-AM as the official station during 2022 for emergency school announcements, such as the closing of school due to inclement weather. Upon vote being taken thereon, the motion carried unanimously.

Appointment of Auditor:

Wagner moved, Lee-O'Halloran seconded, that the School Board appoint the firm of CliftonLarsonAllen, LLP to conduct the annual audit. Upon vote being taken thereon, the motion carried unanimously.

Setting of Superintendent Evaluation Dates:

Ambrosen moved, Odom seconded, that the School Board adopt the following schedule to conduct their evaluation of the Superintendent for the 2021-22 school year:

- Thursday, February 24 at 4:00 p.m. – mid-year evaluation on performance and progress on goals
- Thursday, June 16 at 4:00 p.m. – self-evaluation report with the Superintendent and Board
- Monday, June 20 at 6:00 p.m. – Board development of its evaluation of the Superintendent
- Wednesday, June 22 at 6:00 p.m. – Board review of the evaluation with the Superintendent

Upon vote being taken thereon, the motion carried unanimously.

Mileage Allowance:

Odom moved, Lee-O'Halloran seconded, that the School Board authorize the IRS-approved rate of 58.5 cents per mile for 2021 for personal automobile usage for school business purposes

when an employee or School Board member is not thereby covered under a formally negotiated agreement. Upon vote being taken thereon, the motion carried unanimously.

Committee Assignments:

Ambrosen moved, Odom seconded, that the School Board approve the following representatives for 2022 to District committees:

<i>Committee</i>	<i>2022 Representatives</i>
AMSD (Association of Metropolitan School Districts)	Patrick Lee-O'Halloran
MTA Liaisons	Chris Vitale/Mark Ambrosen
Finance Advisory Committee	Katie Becker
Materials Review Committee	Mark Ambrosen
Teaching and Learning Advisory	Lisa Wagner
Minnetonka Foundation	John Odom
PTO/PTA Leaders	Meghan Selinger
Special Education Advisory	Meghan Selinger
Tonka CARES	Mark Ambrosen
Mental Health Advisory	John Odom
CASE	Lisa Wagner/Patrick Lee-O'Halloran
Community Education Advisory	Katie Becker
Preschool and ECCE Advisory	Meghan Selinger/Lisa Wagner
OPEB Advisory	Katie Becker

Upon vote being taken thereon, the motion carried unanimously.

6. REVIEW OF SURVEY RESULTS

The Safe Learning Plan, approved by the School Board, was put into place by District administration at the beginning of the 2021-22 school year. The Plan was developed and implemented in response to the COVID-19 pandemic to instruct and guide District students, parents and staff on the expectations and practices that would provide a safe learning environment where child-centered excellence would flourish.

As stated in the 2021-22 School Board Goals, the Board instructed the District to provide stakeholder feedback on the success of the Safe Learning Plan. This information will assist District leaders and the School Board in monitoring and responding to the District's changing and evolving needs and to ensure that stakeholder feedback is a component of their decision-making. Students, parents and staff were surveyed in December 2021.

Superintendent for Instruction Dr. Amy LaDue presented the results of the Safe Learning Plan surveys and spoke about some of the actionable items the District could take to address concerns raised in the surveys. Chairperson Vitale thanked Dr. LaDue for the report and thanked students, parents and staff for taking the time to complete the survey

7. REVIEW OF SAFE LEARNING PLAN

The Board has an expectation of reviewing the District's Safe Learning Plan at each regular meeting of the Board. The Plan was last reviewed on December 2, and no changes were made at that time. At tonight's meeting, Director of Health Services Annie Lumbar Bendson presented an update to the Board on the District and local case count, as well as other related information on how COVID is impacting the District and surrounding communities. The School Board asked for clarification on some of the data presented, including the number of cases by learning levels in the District and about what the Minnetonka Schools community might expect next with Omicron based on the models from health experts. Director Lumbar Bendson clarified and reiterated information from health experts.

Dr. Peterson said that the High School will have an e-learning day on Friday due to staff shortages there. He also spoke about reserve teacher shortages throughout the region, and he noted the case numbers we are seeing right now occurred during Winter Break. He also said he felt we would learn a lot more about where we stand regarding COVID and the impact on our District by next week. Dr. Peterson added that District leadership, including principals, will be developing creative strategies that will allow us to continue to keep as many kids in school as possible, going forward, despite staff shortages we may be experiencing due to COVID.

Chairperson Vitale asked whether the District will be providing more home COVID testing kits and whether the District had additional KN95 and N95 masks, as those are questions many parents are asking the Board. Director Lumbar Bendson said yes, the District has ordered more at-home test kits and that those will be distributed to schools to distribute to families once they come in (any day now!) and that the District does have masks available

at the schools for students who would like them, and the individual schools' main offices could assist with distribution of those.

Chairperson Vitale said that at the December School Board meeting the Board decided it would consider revising mask guidelines for the middle schools at the January 2022 meeting.

Wagner moved, Ambrosen seconded, that the Board table this conversation to the next meeting as there had been quite a bit of new information presented this evening. Additionally, there is not enough clarification yet on the new quarantine recommendations from the Centers for Disease Control and the MN Department of Health, and the Board should take more time to reflect on the information before making any decisions about lifting mask requirements.

Upon vote being taken thereon, the following voted in favor of the motion to table: Ambrosen, Odom, Vitale and Wagner. The following voted against: Lee-O'Halloran, whereupon the motion carried 4-1.

Board member O'Halloran then moved that the Board require universal masking in all buildings K-12. There was no second. Chairperson Vitale stated that a motion must be seconded in order to be considered by the Board. With no second, Mr. Lee-O'Halloran's motion was not considered.

8. UPDATE ON SUPERINTENDENT SEARCH PROCESS

Board member Wagner offered an update on the superintendent search process. She noted there is a dedicated webpage entitled "2022 Superintendent Search" on the District website under the School Board tab. Members of the community are invited to check the webpage often for updates. The timeline, overall process, community outreach and frequently asked questions will all be posted there. From January 14-23, a survey will be conducted in multiple languages that will allow for various constituencies to provide input on the type of leader they want. The search firm of BWP & Associates will then develop the superintendent leadership profile for presentation and approval by the Board. There will also be multiple focus groups that will be conducted throughout the process. Interviews will be conducted in early March, and finalists will be named by the middle of March. If the process goes according to plan, the new superintendent's contract will be officially approved by the Board at its regular meeting in April.

9. REPORT ON STATUS OF REVIEW AND COMMENT FOR VANTAGE/MOMENTUM BUILDING

At the October 7, 2021 School Board Meeting, the School Board approved construction of a 36,300-square-foot building on District-owned land at 5735 County Road 101 in Minnetonka to house the VANTAGE Advanced Professional Studies program and components of the MOMENTUM Design and Skilled Trades program. The construction project will be the first project for the District in 56 years to construct an all-new building since ground was broken for the Scenic Heights Elementary School construction project in 1966. As part of the process

of procuring Certificates of Participation bond funding for construction of the facility, it was necessary for the District to submit the project for Review and Comment by the MN Department of Education. The Review and Comment document was submitted on November 5, 2021 which started a 60-calendar-day clock for the Department of Education to finish its review and comment and send its response to the District.

Executive Director of Finance and Operations Paul Bourgeois said he was pleased to report that the MN Department of Education had approved the Review and Comment, which will allow the process to move ahead. He shared updated architects' renderings of the building and also a timeline for the construction process that will culminate in students in the building by September of 2023.

Board members thanked Mr. Bourgeois for the presentation and noted how exciting it was that this project was officially moving ahead.

10. **ADOPTION OF POLICY #307: DATA PRACTICES**

District Policy #307 guides the community and school personnel on the District's compliance with the MN Government Data Practices Act. The current policy was adopted nearly 14 years ago. In the intervening time, the Minnesota School Board Association has put forward a new model policy which the District has used for the potential revisions being proposed. In addition to this, the proposed revisions reflect the District's current practice of naming the overall 'responsible authority' for compliance, as well as a data practices officer who will respond to requests for data under ordinary circumstances. Additionally, the proposed changes would include a listing of the rights that subjects of data have with regard to their review of private records about themselves. Dr. Peterson noted that the Board had reviewed this policy at its previous Study Session, and he recommended its adoption.

Wagner moved, Odom seconded, that the Board adopt Policy #307 as presented. Upon vote being taken thereon, the motion carried unanimously. Board Clerk Wagner noted that the District will soon have a page on its website to clarify the process for individuals making data requests.

11. **ACCEPTANCE OF SALE OF USED IPADS**

The instructional program of Minnetonka Schools relies on the use of iPads and associated instructional software as a key component of the instructional process for students. In order to ensure that K-12 students are using iPads that are capable of running the latest versions of instructional software, the District has set up a 3-year rotation system of lease purchasing iPads and supporting equipment such as charging bricks for three years.

At the end of three years, the old iPads are purchased for \$1, and are then sold on the open market. The District executes another three-year lease purchase with Apple for the latest iPad versions. The sale of the old iPads covers the first-year payment on the new lease purchase, meaning the District nets out three years of use for the equivalent of two lease

payments, while ensuring the iPads used by students will be capable of running the latest software.

The District updated Grade 4-12 iPads with a new 3-year lease purchase with Apple in July of 2021. The next step in the systemic process was to offer the obsolete equipment to the highest bidder in what is called a reverse auction. A reverse auction functions like a bid process for purchasing, but instead of having the low bidder win the bid in a purchasing bid, for a reverse auction the highest bidder wins the right to purchase equipment from the District.

A total of 7,988 iPads, 3,340 charging bricks, 3,000 cable sets and 9 older Mac laptops were offered for sale. Bidders were requested to submit a lump sum for the whole lot by 1:00 PM on Friday, December 17, 2021.

A total of eight bids were received as follows:

<i>Limitless USA</i>	<i>\$1,041,280.06</i>
<i>RA Solutions</i>	<i>\$1,000,098.56</i>
<i>Integrated Recycling Technologies</i>	<i>\$ 982,663.20</i>
<i>Total Technology</i>	<i>\$ 944,515.94</i>
<i>Second Life Mac</i>	<i>\$ 864,514.00</i>
<i>IMAAN International</i>	<i>\$ 705,107.00</i>
<i>Diamond Assets</i>	<i>\$ 704,643.00</i>
<i>Techno Rescue</i>	<i>\$ 593,017.60</i>

Limitless USA has the high bid of \$1,041,280.06. After payment of 7.525% sales tax as required by Minnesota Statutes, the District will receive net revenue of \$968,407.40, which after allowing for \$10 each for the charging bricks and cables, equates to \$113.55 per unit. This amount is sufficient to cover the down payment for the iPad lease purchase of \$951,923.00, with remaining funds deposited in the Capital Projects Technology Fund.

Executive Director of Technology Mike Dronen recommended that the Board accept the high bid from Limitless USA. Ambrosen moved, Odom seconded, that the Board approve the following motion:

BE IT RESOLVED that the School Board of Minnetonka Independent School District 276 does hereby accept the high bid of Limitless USA in the amount of \$1,041,280.06 for 7,988 surplus Apple iPads, 3,340 charging bricks, 3,000 cables and 9 Mac laptops.

Upon vote being taken thereon, the motion carried unanimously.

12. **CONSENT AGENDA**

Wagner moved, Ambrosen seconded, that the School Board approve the following recommendations included within the following Consent Agenda items:

- Minutes of December 2, 2021 Regular Meeting; December 13 Special Meeting; and December 16 Special Meeting
- Study Session Summaries of December 9 and 16, 2021
- Payment of Bills – in the sum of \$7,777,303.61.
- Recommended Personnel Items – as shown in Addendum A.
- Gifts and Donations for December 2020: \$1,499.97 from the Minnetonka Touchdown Club to be placed in the MHS Athletic Department Football Account. \$10,000.00 from Cambria to be placed in the MHS Theater Account. \$560.00 from the Blackbaud Giving Fund to be placed in the MHS Trust Account. \$100.00 from the Minnetonka Skippers Booster Club to be placed in the MHS Student Activities JV Bowling Club Account. \$150.00 from James Colwell, \$300.00 from the Blackbaud Giving Fund, and \$50.00 from Target c/o Cyber Grants, LLC; all to be placed in the Deephaven Elementary School Trust Account. \$8,047.00 from the Deephaven PTA to be placed in the Deephaven Elementary School PTA Trust Account for Birthday Books. \$2,080.00 from the Deephaven PTA to be placed in the Deephaven Elementary School PTA Trust Account for K-1 Lexia Licenses. \$8,500.00 from the Deephaven PTA to be placed in the Deephaven Elementary School Curricular Choice Account. Quacky Smacky & Tacky Books from Browne+Browne Marketing, Inc. to be given to Deephaven Elementary School. \$3,000.00 from Eldridge S. Chase III to be placed in the Excelsior Elementary School Kindergarten Trust Account. \$5.60 from the Blackbaud Giving Fund to be placed in the Excelsior Elementary School Trust Account. \$118.60 from Brent Rickenbach, \$50.00 from Karen Winterhof, \$100.00 from Ramar Tan, \$600.00 from Anonymous, \$30.00 from Kristi Nokken-Holla, \$90.00 from Stephanie Nelson, \$200.00 from Danielle Bley, \$140.00 from Nasim Shopbell, \$120.00 from Gregory Smith, \$30.00 from Tim Wilson, and \$50.00 from Jennifer Blair; all to be placed in the Scenic Heights Elementary School Trust Account. \$33.32 from Frontstream and \$70.00 from MightyCause Charitable Foundation, both to be placed in the Groveland Elementary School Principal Discretionary Fund. \$951.62 from the Benevity Community Fund, \$110.00 from the Blackbaud Giving Fund, \$55.00 from the Merck Foundation, and \$28.39 from U'Sagain, LLC; all to be placed in the Minnewashta Elementary School Principal Discretionary Fund. A violin from Sara & Jeremy Hunt and family to be given to the Minnetonka Elementary Orchestra Program. A xylophone from Jessica & Bryan Dunn to be given to the Minnetonka Elementary Band Program. Total Gifts and Donations thus far for 2021-22: \$181,700.92.
- Electronic Fund Transfers - as shown in Addendum B.
- Trust Funds

Upon vote being taken on the foregoing Consent Agenda items, the motion carried unanimously.

13. **BOARD REPORTS**

There were no Board reports this evening.

14. **SUPERINTENDENT'S REPORT**

Dr. Peterson spoke about the how the District might delay events and opportunities where it would normally have large groups together, to continue to mitigate COVID. He also said that on Friday, January 7, the US Supreme Court will hear arguments on President Biden's vaccination mandates and that District leadership will be following that closely to learn whether and how any decisions made there would affect our District.

15. **ANNOUNCEMENTS**

Chairperson Vitale welcomed new Board member Patrick Lee-O'Halloran to the Board.

16. **ADJOURNMENT**

Wagner moved, Odom seconded, adjournment at 10:10 p.m. Upon vote being taken thereon, the following voted in favor: Ambrosen, Odom, Wagner and Vitale. The following voted against: Lee-O'Halloran, whereupon the motion carried 4-1.

Lisa Wagner, Clerk