

RECORD OF PROCEEDINGS

Minutes of Mathews Local Board of Education

Regular Meeting

Held April 19, 2017

The Mathews Local Board of Education met in a regular meeting on April 19, 2017, 6:00 p.m. at the Mathews High School Cafeteria.

At 6:03 p.m. the President, Mr. Brown, called the meeting to order with all members present, gave the Pledge of Allegiance, which was followed by a moment of silence.

ROLL CALL: Mr. Brown-here, Mrs. Garman-here, Mr. Koehler-here, Mr. Rager-here, and Mrs. Woodyard-here.

EXECUTIVE SESSION

At 6:01 p.m. it was moved by Mr. Brown and seconded by Mr. Koehler that the Board of Education enter executive session to discuss the appointment, employment, promotion and compensation of a public employee or official, and matters required to be kept confidential by federal law or rules or state statutes.

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

At 7:05 p.m. the President called the meeting back to order.

APPROVAL OF MINUTES

Moved by Mrs. Woodyard and seconded by Mr. Koehler that the Board of Education approve the minutes of the regular meeting held March 15, 2017 and the special meeting held April 12, 2017.

DISCUSSION: None

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

FINANCIAL REPORTS

Check Register
Financial Summary
Bank Reconciliation

No entries beyond this point.

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Moved by Mr. Koehler and seconded by Mr. Rager that the Board of Education approve the financial reports for the month of March 2017 and the short-term investments made by the Treasurer, which yielded \$1,984.84 in interest.

DISCUSSION: None

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

CORRESPONDENCE – Mr. Lowery shared a letter regarding the local prayer gathering for Fowler and Vienna townships.

RECOGNITION – Mr. Lowery recognized Baker, Currie, Junior High, High School, and Board Office for no work related injuries for January through March 2017. Mr. Lowery also recognized Emily Koehler- Tiffin University scholarship for golf, Mariah Hoff- Westminster college scholarship for golf, Paige Sponsler- Westminster college scholarship for basketball, Kenny Wallace- Loyola scholarship for cross country and track, Nicole Watt- signed with Lakeland to play softball, and Carly Sherman for winning an art award at the Trumbull County ESC art show. Carla Pacileo mentioned that a former Mathews' teacher, Donna Mae Sheridan had passed away recently. Lynn Sheridan, secretary at Baker is her daughter in law, and Leslie Konerth, 6th grade teacher, is her granddaughter, and Connie Sheridan, a former Mathews' teacher that retired recently is Donna's other daughter in law.

The following students were recognized as being:

February Fair Mustangs of the Month:

Kindergarten: Jenny Brush, Giovanni Bova,
Tessa Coles

1st Grade: Bryce Martin, Hailey Birch,
Elias Cleland

2nd Grade: Amelia Michetti, Ryllee McDaniel,
Shayne Novicky

PRESENTATION— none

PUBLIC PARTICIPATION—Mrs. Janice Thomas shared some facts concerning the Auditor's Office and how they appraise property. By law the Auditor's office is only required to do a full appraisal of property every 6 years. Not all properties are considered during their appraisal only residential property. Schools have no impact on the value of property when the Auditor's office completes their appraisals. Scott Verner of the Sanitary Engineers office said yes the school had contacted his office, but they knew nothing of the intended plan to tie into

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King Graves. Mr. Verner said 70% approval from neighboring residents is required to tie in to the sewer line. Mr. Brown, Board President, said that the District had asked about running a private line and 70% approval is not required for a private line. Mrs. Thomas mentioned that election expenses are deducted by the Auditor's office usually a year or more after the election is held. She said \$1,288 is taken out for each precinct from the Auditor's Settlement statement. Mr. Brown said the Bond Committee has offered to pay for the election expenses once they are finished by the Auditor. Mrs. Thomas made some comments about the negative comments made on the Mathews Bond Committee Facebook page and mentioned how they were inappropriate. Mr. Brown said the Board has no Facebook page and does not post to the Bond Committee's Facebook page. Mrs. Thomas asked why so few 'Yes' signs were out in the community for this election. Mr. Lowery addressed Mrs. Thomas' questions concerning K-3 Literacy, indicators met on the report card, economic disadvantaged percentage and absenteeism. Mr. Lowery highlighted some of the positives, such as our absenteeism rate compared to other districts, and noted some areas that need improvement, mainly the number of indicators met as far as State Testing is concerned. Mr. Randy Brown asked how much the Bond Issue would cost on a per student basis if you take a \$24 million bond issue and divide it by the number of students in the district. He asked how many students were in the district. Mr. Jones, treasurer, said about 650 students attended the district. Mr. Brown said he found it hard to believe that the school will be able to get a sewer line ran from King Graves Rd. to the Prestwick property. He said he has tried numerous times to get a private line ran to his property and has been told, no. Mr. Brown asked if the school's agreement for the sewer line was in writing. Mr. Lowery said, no. Mr. Brown said then you have no deal. Mr. Brown asked about the cost of running the sewer line? Mr. Lowery said approximately 1 million to run both the water and the sewer lines. Carla Pacileo, President of the MEA, congratulated the teachers receiving continuing contracts. She thanked them for their hard work and dedication to the district. Mrs. Pacileo also addressed the Board concerning the potential RIF of certified staff members and asked that the Board be mindful of the contributions these teachers make to the district when considering potential cuts.

COMMITTEE REPORTS

Maintenance/Transportation, Chuck Pulice – see attached

Cafeteria, Paula Nowery – I found out this month that Gayle Lesh will be retiring at the end of this school year. Gayle will be greatly missed. Gayle has worked for Mathews for 27 years. I think the students will really miss her as she has helped many of the students with lunch money in the last few years. Gayle started "Gayle's Ministry" as we call it, and added a quarter or a dime to students accounts when they needed it. I wish Gayle many adventures in her retirement! The menu for the schools will be changed for the months of April and May in order to use up inventory. Brown bag lunches will be offered on field trip days. I am working on another student survey for the end of year for my Junior High and High school students. Last year we offered this, and then a random student was picked to win a gift card.

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Putting out the survey tells me a lot of what the students like and dislike in terms of menu options.

Elementary, Mike King – Grades 3-6 will be taking End of Year Assessments from April 4-27. The 2nd grade will visit Baker Elementary on Monday, May 8th for a tour and orientation. 6th grade will visit the Jr./Sr. High School on Thursday, May 11th for a tour and orientation. The week of May 8th is the Baker Right to Read Week. Mrs. Sena and Mr. Whetstone are busy finalizing plans for the week. Mr. Dave Cover and Miss Christine Novicky will be doing a program at Baker on May 17 through the Vienna and Fowler Historic Society. This year's Kindergarten Screening will take place the week of April 25. As the last month of school approaches, there will be a number of field trips taking place at both Baker and Currie. All bus requests have been submitted to the BOE as of 4/12/2017. 6th grade is going to Camp Fitch from April 19-21. The 3rd grade Spring Music program is set for May 11 at 2:30 and 6:00. The 4th Grade Music Program is set for May 15 at 2:30 and 6:30. 5th Grade Olympics will take place on May 9. Baker awards assembly is scheduled for May 22 at 9:15. PTO End of Year Parties are scheduled for May 22. Staff evaluations have been completed and will be entered into the ETPES system

MHS, Jim Stitt – State mandated End of Course Exams started March 28 through April 21. On a positive note we changed the schedule and only test on 7 days. Tested subjects at the high school include Algebra I, Geometry, Language Arts-grades 9 and 10, U. S. History, Government and Biology. Seventh grade students are tested in math and language arts and eighth grade students are tested in math, language arts and science. The MHS band participated in the Mahoning Valley Festival of Bands held at Hubbard High School on March 24, 2017. Our band received positive remarks and a congratulatory letter. On Wednesday, April 26th, Miss DiRubba and Mrs. Rouzzo will accompany students in grades 10-12 to YSU to participate in the YSU English Festival. Students in grades 7-9 will be participating in the festival on Thursday, April 27th. Senior Exams will be conducted on Friday, May 12th and Monday, May 15th. On Thursday, May 11th at 9:15 am, 6th grade students from Baker will be coming to MHS for their annual spring tour of the building. The annual senior breakfast and graduation practice will be held Thursday, May 17th. Practice will begin at 12:00 noon. Graduation will be held on Thursday, May 17th at Packard Music Hall at 7:00. Final Exams for all students in grades 7-11 will be held on May 18th and May 19th. May 22nd is an exam make up day. The last day for teaching staff will be May 23rd. The annual Junior/Senior prom will be held at Avalon/Squaw Creek on April 28th beginning at 7:00 .m. The 7th and 8th grade student council will have a dance on May 5th from 7-9 p.m. The annual MHS Student Awards Ceremony will be held on Tuesday, May 9th beginning at 6:00 p.m. Drama club will present Snow White the variety show on May 12th 2 6:30 pm.

Legislative Report, Rex Rager – no report

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TCTC Report, Jamie Koehler – Tuesday, May 23rd is the completion ceremony for TCCTC students.

FINANCIAL (Recommended by the Treasurer)

#20-2017

A. FY2017 TRANSFER TO ATHLETICS

It is recommended that the Board of Education authorize the following transfer from the General Fund to the funds listed:

<u>Fund</u>	<u>Current</u>	<u>FYTD</u>
300 9301 Athletics	\$25,000.00	\$125,000.00

B. DISPOSAL OF EQUIPMENT

It is recommended that the Board of Education authorize disposal of the following obsolete equipment in compliance with Section 3313.41 Ohio Revised Code and Board Policy #7310:

<u>Currie</u>	<u>Tag #</u>	<u>Model #</u>
Overhead Projector	02006	L-101

Moved by Mr. Koehler and seconded by Mrs. Garman the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

PERSONNEL (Recommended by the Superintendent)

#21-2017

A. CLASSIFIED RETIREMENT- GAYLE LESH

It is recommended that the Board of Education accept the resignation of Gayle Lesh, food service for reasons of retirement effective May 31, 2017.

B. CERTIFIED RETIREMENT- MARJORIE FORD

No entries beyond this point.

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It is recommended that the Board of Education accept the resignation of Marjorie Ford, teacher for reasons of retirement effective May 31, 2017.

C. CERTIFIED PAID/UNPAID LEAVE- MELISSA COOPER

It is recommended that the Board of Education amend the paid/unpaid leave for Melissa Cooper from February 22, 2017 through the end of the 2016-2017 school year.

D. CLASSIFIED PAID/UNPAID LEAVE- JANICE THOMPSON

It is recommended that the Board of Education approve a paid/unpaid leave for Janice Thompson from her afternoon custodial job at Currie from April 1, 2017 to May 8, 2017.

E. CLASSIFIED PAID/UNPAID LEAVE- DEBRA SHERIDAN

It is recommended that the Board of Education approve a paid/unpaid leave for Debra Sheridan from April 24, 2017 through the end of the school year.

F. CLASSIFIED UNPAID LEAVE- BETTY SWANK

It is recommended that the Board of Education approve a paid/unpaid leave for Betty Swank from April 17, 2017 to approximately June 9, 2017.

G. CLASSIFIED UNPAID LEAVE- LORI FIEST

It is recommended that the Board of Education approve an unpaid leave for Lori Fiest on March 20, 2017.

H. CLASSIFIED UNPAID LEAVE- PAMELA FISHER

It is recommended that the Board of Education approve an unpaid leave for Pamela Fisher on April 21, 2017.

I. CLASSIFIED UNPAID LEAVE- GLEN ARMSTRONG

It is recommended that the Board of Education approve a ½ day unpaid leave for Glen Armstrong on March 31, 2017.

J. CLASSIFIED UNPAID LEAVE- HEATHER EAGLE

No entries beyond this point.

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It is recommended that the Board of Education approve an unpaid leave for Heather Eagle on April 3, 2017 and April 27, 2017.

K. CLASSIFIED SUBSTITUTE- JEFFERY SMITH

It is recommended that the Board of Education approve Jeffrey Smith as a substitute custodian to be called as needed by the supervisor pending proof of proper credentials.

L. DRAMA CLUB SUPPLEMENTAL

It is recommended that the Board of Education approve the salary for the drama club supplemental for the 16-17 school year in the amount of \$1,113.20.

M. DRAMA CLUB SUPPLEMENTAL- SARAH ROUZZO

It is recommended that the Board of Education employ the following in the supplemental position listed for the 2016-2017 school year pending a signed job description and the existence of a team.

Sarah Rouzzo.....Drama Club Advisor \$1,113.20

N. NON-RENEWAL- CERTIFIED SUBSTITUTES

It is recommended that the Board of Education non-renew all teachers working as a substitute on a casual basis within the Mathews School District during the 2016-2017 school year effective June 30, 2017.

The Board of Education authorizes and instructs the Treasurer of the Board to give the required notice of the Board action to the employees.

O. NON-RENEWAL- CLASSIFIED SUBSTITUTES

It is recommended that the Board of Education non-renew all classified personnel working in a substitute capacity during the 2016-2017 school year effective June 30, 2017.

The Board of Education authorizes and instructs the Treasurer of the Board to give the required notice of the Board action to the employees.

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P. NON-RENEWAL- SUPPLEMENTAL CONTRACTS

It is recommended that the Board of Education non-renew all district 2016-2017 supplemental contracts effective June 30, 2017.

Q. 1-YEAR LIMITED CERTIFIED CONTRACTS

It is recommended that the Board of Education award the following one-year, limited teaching contracts for the 2017-2018 school year pending proof of proper credentials:

Jeannette DiRubba
Julie Kacerski
Leah Nicholas
James Whetstone

R. 2-YEAR LIMITED CERTIFIED CONTRACTS

It is recommended that the Board of Education award the following two-year, limited teaching contracts for the 2017-2018 school year pending proof of proper credentials:

Lisa Albani	Jessica McIntyre
Bethany DelGarbino	Deanna Meese
Claire Ferrando	Brandi O'Connor
Kellie Guarnieri	Sarah Rouzzo
Samantha Hintemeyer	Ashley Street
	Sandra Williams

S. CONTINUING CERTIFIED CONTRACTS

It is recommended that the Board of Education award the following continuing teaching contracts for the 2017-2018 school year pending proof of proper credentials:

Julie Berkhouse
Michelle Bottorff
Jeff Parent
Renee Steider

T. 2-YEAR CLASSIFIED CONTRACTS

It is recommended that the Board of Education award a two-year, limited non-teaching contract effective for the 2017-2018 school year to the following:

No entries beyond this point.

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Heather Eagle.....Food Service
Michelle KisKadden.....Bus Driver
Nathaniel Monnette.....Custodian
Jackie Weston.....Payroll

U. CONTINUING CLASSIFIED CONTRACTS

It is recommended that the Board of Education award a continuing non-teaching contract effective for the 2017-2018 school year to the following:

Lori Fiest.....Educational Aide
Debra Ozanich.....Educational Aide
Pam Klinger.....Custodian

V. ADMINISTRATIVE CONTRACT- PAULA NOWERY

It is recommended that the Board of Education approve a 3-year administrative contract for Paula Nowery as the food service supervisor, effective August 1, 2017 through July 31, 2020 for 203 days per year at a salary of \$25,250 per year.

Moved by Mrs. Woodyard and seconded by Mr. Koehler that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown- yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

CONTRACTS/AGREEMENTS (Recommended by the Superintendent) #22-2017

A. PROM 2018- AVALON COUNTRY CLUB

It is recommended that the Board of Education approve the contract with Avalon Country Club for the Mathews High School prom on April 27, 2018 and approve a \$500.00 deposit.

B. ADVENT COMMUNICATIONS- PHONE SYSTEM MAINTENANCE

No entries beyond this point.

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It is recommended that the Board of Education approve the 3 year agreement with advent communications for phone maintenance at \$3,591.00 a year from August 1, 2017 to July 31, 2020 and further authorize the issuance of the corresponding purchase order.

C. SYNREVOICE TECHNOLOGIES- ALL CALL SYSTEM

It is recommended that the Board of Education approve the agreement with Synrevoice Technologies from July 1, 2017 to June 30, 2018 at an annual rate of \$1,412.50 plus an administration fee of \$100.00 to provide automated phone notification system services and further authorize the issuance of the corresponding purchase order.

D. PURCHASE ORDERS

It is recommended that the Board of Education approve the following purchase orders not to exceed:

NEW PO Number	Date	Vendor	Description	Amount
0032734	3/16/17	SPORTING GOODS INC.	SOFTBALL UNIFORMS	175.00
0032748	3/21/17	MASTER COMMUNICATION INC.	TECHNOLOGY PARTS FOR PROJECTOR	184.00
0032761	3/27/17	EXECUTIVE LANDSCAPING	TRACK REPAIR	1,935.00
0032775	3/30/17	SCHOLASTIC, INC.	BAKER RENEWAL FY18	1,015.87
0032776	3/30/17	SCHOLASTIC, INC.	MHS RENEWAL FY18	3,174.12
0032777	3/30/17	SCHOLASTIC, INC.	CURRIE RENEWAL FY18	708.84
00327798	3/24/17	HOWLAND ALARM	SERVICE CALLS	500.00
0032789	4/5/17	BOCKLEMANS LANDSCAPING	BOE & HS PARKING LOT	3,105.00
0032793	4/4/17	THOMPSON MECHANICAL	DISTRICT HEAT/AIR REPAIR	500.00
0032812	4/18/17	GORDON FOOD SERVICE	NATIONAL HONOR SOCIETY COOKIE FUNDRAISER	48.00
0032819	4/18/17	AVALON GOLF COUNTRY CLUB	PROM	3,800.00

Moved by Mr. Koehler and seconded by Mrs. Woodyard that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

No entries beyond this point.

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POLICY RECOMMENDATIONS (Recommended by the Superintendent)

#23-2017

A. POLICY REVISIONS- DISCUSSION

It is recommended that the Board of Education discuss revisions to the following policies:

- #0157-Appointment to Joint Vocational School District Board
- #1240-Evaluation of the Superintendent
- #1240.01-Non-Reemployment of the Superintendent
- #2430-District-Sponsored Clubs and Activities
- #2431-Interscholastic Athletics
- #2461-Recording of District Meetings Involving Students and/or Parents
- #2623-Student Assessment and Academic Intervention Services
- #3120.08-Employment of Personnel for Co-Curricular/Extra-Curricular Activities
- #5111-Eligibility of Resident/Nonresident Students
- #5200-Attendance
- #5460-Graduation Requirements
- #5610-Removal, Suspension, Expulsion, and Permanent Exclusion of Students
- #5630.01-Positive Behavior Intervention and Supports and Limited use of Restraint and Seclusion
- #6233-Amenities for Participants at Meetings and/or Other Occasions
- #6320-Purchases
- #6325-Procurement-Federal Grants/Funds
- #6423-Use of Credit Cards
- #6680-Recognition
- #6700-Fair Labor Standards Act (FLSA)
- #8210-School Calendar
- #8310-Public Records
- #8320-Personnel Files
- #8330-Student Records
- #8452-Automated External Defibrillators (AED)
- #8500-Food Services
- #8510-Wellness
- #9270-Equivalent Education Outside the Schools & Participation in Extra-Curricular for Student not Enrolled in the District

Moved by Mr. Koehler and seconded by Mr. Rager that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

OTHER RECOMMENDATIONS (Recommended by the Superintendent)

#24-2017

No entries beyond this point.

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A. VARSITY SOFTBALL TRIP

It is recommended that the Board of Education approve the overnight Varsity Softball trip to Akron on Saturday April 22, 2017 and will return on Sunday April 23, 2017.

B. JUNIOR VARSITY SOFTBALL TRIP

It is recommended that the Board of Education approve the overnight JV Softball trip to Akron on Friday April 28, 2017 and will return on Saturday April 29, 2017.

C. AMEND STUDENT ACTIVITY BUDGETS

It is recommended that the Board of Education approve the following student activity amended budgets for the 2016-2017 school year:

	06/2017 Estimated Balance Receipts	Amended Receipts	Amended Expenses	New Estimated Balance June 30, 2017
Baker Support	\$8,391.15	\$2,000.00	\$2,000.00	\$6,391.15
Spanish Club	\$452.16	\$ 276.00	\$ 253.00	\$ 199.16

Moved by Mr. Koehler and seconded by Mr. Rager that the Board of Education approve the above items.

DISCUSSION: none

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Koehler- yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

OTHER BUSINESS

The next regular board meeting will be held May 24, 2017 at 6:00 p.m. in the Mathews High School Cafeteria. As a reminder, the executive session will begin at 6:00 p.m. with the public portion of the meeting to be held immediately after.

ADJOURNMENT

At 8:12 p.m. it was moved by Mr. Brown and seconded by Mr. Koehler to adjourn.

No entries beyond this point.

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Unanimously in favor.

MOTION CARRIED.

President

Treasurer

No entries beyond this point.

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Special Meeting

Held April 26, 2017

The Mathews Local Board of Education met in a special meeting on April 26, 2017 at 5:00 p.m. at the Mathews Board of Education Office.

At 5:00 p.m., the President, Mr. Brown, called the meeting to order with all members present giving the Pledge of Allegiance, which was followed by a moment of silence.

ROLL CALL: Mr. Brown-here, Mrs. Garman-here, Mr. Koehler-here, Mr. Rager-here, and Mrs. Woodyard-here.

EXECUTIVE SESSION

At 6:01 p.m. it was moved by Mr. Brown and seconded by Mr. Koehler that the Board of Education enter executive session to consider the appointment, employment, and compensation of a public employee or official.

ROLL CALL: Mr. Brown-yes, Mrs. Garman-yes, Mr. Koehler-yes, Mr. Rager-yes, and Mrs. Woodyard-yes.

MOTION CARRIED.

At 5:38 p.m. the President called the meeting back to order.

ADJOURNMENT

At 5:39 p.m. it was moved by Mr. Brown and seconded by Mr. Rager to adjourn.

Unanimously in favor.

MOTION CARRIED.

President

Treasurer