

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, December 4, 2019 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held at the Appleton Museum of Art.

Members Present: Joyce Brancato, Chair  
 Bobby Durrance, Vice Chair  
 Rusty Branson  
 Bill Edgar  
 James D. Henningsen, Board Secretary  
 Robert Batsel, College Attorney

Members Absent: None

Vernon Lawter, Chris Knife, Mark Paugh, Jillian Ramsammy, Saul Reyes, Jason Steuber, Allan Danuff, Steve Ash, Lynn Ruis, Stephenie Butscher, Tina Banner, Robert Reynolds, Berry Davis, Rod McGinnes, Nelson Guerinn, Doug Prevatt, Jessica Kummerle Chuck Prince, Rebecca Rogers, Ken Colen, Andrea Mize, DenAsia Mitchell, Deija Jackson, Hannah King, Desiree Mack, Haylie Holloway, Deidre Cheremond, Essence Bell, Lauryn Jackson, Ashtin Ingram, Savannah Reimer, Kasey Toles, Raquel Cassidy, Raquel Tolbert, Lily Jackson, Amanda, Lebioda, Lesly Johansson, Barbara Romancova, Suelen Caroline de Christo Custodio, Giovana Larrequi Lopez, Chloe Melis, Rita Zecchin, Amanda Cruz Leon, Andrea Rivera Reyes, Thalia Cordero Moreno, Kariema Rodriguez-Diaz, Desiree Cruz Diaz, Nataly Garcia Melendez, Amy Wright, Riocardo Martinex, Krystal Baker, Debbie Bowe, Gary Ashlock, Chris Spears and Sherri Hinkle

The Chair reported that the meeting had been properly noticed, the agenda was available one week prior to the meeting and there was a quorum present. The chair advised that Item 9 "Aquatic Center Lease Agreement Amendment" was removed from the Consent Agenda and added to Other Business.

Dr. Henningsen recognized Ken Colen and Rebecca Rogers from On Top of the World and introduced Charles "Chuck" Prince as the new Vice President of Administration and Finance as of January 2, 2020. Dr. Henningsen also recognized the CF women's basketball and volleyball teams.

The Chair asked if there was anyone in the audience that wished to address the Board and asked Mr. Batsel to outline the process.

Mr. Batsel advised the Chair would call the individuals who submitted forms to speak and anyone who raises their hand. The speakers were asked to state their name and address for the record and that comments be limited to three minutes and be focused on agenda items or general college business.

The following individuals addressed the Board as follows:

Debbie Bowe, 2319 SE 19<sup>th</sup> Circle, Ocala, Florida 34471. As a retired employee, Ms. Bowe expressed her concerns regarding the closing of the volleyball and basketball teams.

Andrea Mize, 2707 SE 33<sup>rd</sup> Avenue, Ocala, Florida 34474. As Head Coach of the women's basketball team, Ms. Mize expressed her concerns regarding the closing of the volleyball and basketball teams.

Gary Ashlock, 3068 SW 41<sup>st</sup> Lane, Ocala, Florida. As a retired professor, Mr. Ashlock expressed his concerns regarding the closing of the volleyball and basketball teams.

Lauryn Jackson, College Square Apartments, Ocala, Florida 34474. As a women's basketball player, Miss Jackson expressed her concerns regarding the closing of the volleyball and basketball teams.

Chris Spears, 2515 SE 26<sup>th</sup> Street, Ocala, Florida 34471. As a local businessman, Mr. Spears expressed his concerns regarding the closing of the volleyball and basketball teams.

**CALL TO ORDER**

**PRESENT**

**ABSENT**

**OTHERS IN ATTENDANCE**

**RECOGNITION**

**PUBLIC COMMENT**



**Notification of engagement in outside employment or extra college activities:**

None this reporting period.

**Retirements:** That the following individual(s) be approved for retirement:

- McCauley, Jean-Marie A. – Faculty – Health Sciences – Physical Therapist Assistant – January 31, 2020
- Shapot, Marc S. – Coordinator – Maintenance – Citrus – January 2, 2020

**Resignations:**

- Colon, Zuleima M. – Accounting Specialist III – Financial Operations – November 7, 2019
- Archie Croker Jr. – Mail Courier – CF Printing & Postal Service – October 25, 2019
- Crosby, Cheryl L. – Manager – Conference & Food Services – Conference Services – December 3, 2019
- Mazur, III, Francis J. – Vice President – Administration and Finance – November 30, 2019

**Terminations.**

- Shuler, Michael L. – Coordinator – Criminal Justice & Public Service – Criminal Justice Institute – October 23, 2019

**Separation from the College due to end of temporary appointment:**

None this reporting period.

**Separation from the College due to end of grant funding:**

None this reporting period.

**Separation from the College due to Leave of Absence:**

None this reporting period.

**Separation from the College due to Elimination of Position:**

None this reporting period.

**Completion of 90-Day Observation Period:** The following employee(s) successfully completed the required 90-day observation period:

None this reporting period.

**Market Pricing Equity Adjustment**

- Klepfer, Jennifer S. – Director – Human Resources – December 1, 2019
- Cardona, Rafael – Safety & Security – Public Safety Officer – November 1, 2019
- Shawley, Randy T. – Safety & Security – Public Safety Officer – November 1, 2019
- Walton, Willie J. – Safety & Security – Public Safety Officer – November 1, 2019
- Prather, Carl – Safety & Security – Public Safety Officer – November 1, 2019
- Bush, Gary M. – Safety & Security – Public Safety Officer – November 1, 2019
- Blevins, James R. – Safety & Security – Citrus – Public Safety Officer – November 1, 2019

The Board was asked to approve the disposal of 15 items of surplus property valued at \$19,391.62 in accordance with applicable state law, State Board of Education rules, and Board policy.

At the November meeting, the Curriculum Committee recommended a new course to the current curriculum, which the President has recommended for approval.

The Board was asked to approve deletion of courses in compliance with Florida State administrative rule 6A-10.0331 which requires an annual purge of courses that have not been taught in the preceding five years.

The Board was asked to approve the Renewal Agreement between PMMI Mechatronics and the College of Central Florida and gives authorization to the Board Chair to sign the renewal Agreement between PMMI Mechatronics and the College of Central Florida.

At the June 26, 2019, the Board was provided with a ranked list of custodial firms interviewed to provide services to the College of Central Florida and authorized the President to negotiate and sign an agreement with Owens, Renz & Lee Co. bda Owens Realty Services. The board was asked to acknowledge the signed agreement with Owens, Renz & Lee Co. bda Owens Realty Services as an information item only.

The Board was asked to approve the Renewal of the Enterprise Lease Agreement between CF Foundation, Inc. and the College of Central Florida and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

The Board was asked to approve the Amendment to the Giddens Security Corporation Agreement and gives authorization to the Board Chair to sign the agreement on behalf of the College of Central Florida.

Upon a motion by Rusty Branson, seconded by Bill Edgar and unanimously carried, the Board approved the items on the Consent Agenda. Copies of all materials relating to this portion of the agenda are on file in the President's office.

The Board was asked to approve the Aquatic Center Lease Agreement Amendment. After discussion, upon a motion by Bobby Durrance, seconded by Rusty Branson and unanimously passed, the Board approved the Aquatic Center Lease Agreement Amendment subject to any minor changes.

The Board was asked to approve the Marion Technical College – Mid Florida Career Pathway Consortium. After discussion, upon a motion by Rusty Branson, seconded by Bill Edgar and unanimously passed, the Board approved the Marion Technical College – Mid Florida Career Pathway Consortium.

The Board was asked to approve the global budget priorities for the coming fiscal year which provide guidance for the budget process beginning in January. After discussion, upon a motion by Bill Edgar, seconded by Bobby Durrance and unanimously passed, the Board approved budget priorities for 2020-2021.

**Property Donations/Dispositions**

**Curriculum Changes**

**2019-2020 College Catalog Deletions**

**Agreement between PMMI Mechatronics and the College of Central Florida**

**Custodial Services Agreement between Owens, Renz & Lee Co. bda Owens Realty Services and the College of Central Florida**

**Enterprise Lease Agreement between CF Foundation, Inc. and the College of Central Florida – Renewal**

**Amendment to Giddens Security Corporation Agreement**

**Approval of Consent Agenda**

**OTHER BUSINESS**

**Aquatic Center Lease Agreement Amendment**

**Marion Technical College – Mid Florida Career Pathway Consortium**

**Budget Priorities 2020-2021**

The Board was asked to approve the College of Central Florida Foundation, Inc. 2020 Financial Memorandum of Understanding. After discussion, upon a motion by Rusty Branson, seconded by Bill Edgar and unanimously passed, the Board approved the College of Central Florida Foundation, Inc. 2020 Financial Memorandum of Understanding.

**College of Central Florida Foundation, Inc. 2020 Financial Memorandum of Understanding**

The Board was asked to approve The School Board of Citrus County Memorandum of Understanding for EMT Training. After discussion, upon a motion by Bobby Durrance, seconded by Bill Edgar and unanimously passed, the Board approved The School Board of Citrus County Memorandum of Understanding for EMT Training.

**The School Board of Citrus County Memorandum of Understanding for EMT Training**

Dr. Henningsen presented the following Board policies for a first reading and gave a brief summary:

**FIRST READING**

- Policy 3.13 - Signatures
- Policy 3.30 - Hazing

**Policy 3.13 - Signatures  
Policy 3.30 - Hazing**

Upon discussion, the Chair accepted the policy for first reading and authorized advertisement of the required public hearing.

**ACKNOWLEDGE RECEIPT**

Mr. Ash, Associate Vice President of Administration and Finance, reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the periods ended October 31 for the comparative fiscal years 2018-2019 and 2019-2020. The report included information about general college operations (Fund 1). After discussion, the Chair acknowledged receipt of the reports on behalf of the Board.

**Financial Information – Monthly Financial Summary Report**

**FOR INFORMATION ONLY**

Dr. Jillian Ramsammy introduced Jason Steuber, the new Director of the Appleton. Jason gave an update on the 2018-2019 Appleton accomplishments as well as future plans. The Appleton hosted 20 exhibits in 2019, 8 from the permanent collection and 12 from loan shows. An Appleton collection was loaned to Paris highlighting CF to over 120,000 visitors. The Appleton provided 172 educational events, up by 7% from 2018. The FAFO event brought in over 1,300 visitors, an increase by 2%. Over 300 students worked at the Appleton in 2019. The Appleton is now part of the new employee orientation. In 2018, the Appleton had over 25,000 visitors. In 2019, 32,000, an increase of 40%. Membership increased by 28% from 2018 to 2019. A free admission day will be offered during the holidays to all visitors. Curator Patricia Tomlinson featured a Swedish painting.

**Appleton Museum of Art Update**

Dr. Henningsen shared the following update to the collegewide resource alignment process. Trustees, as you know, we have been on an historic nine-year enrollment decline and have lost almost one quarter (23.3%) of our student enrollment since 2010. The enrollment decline has resulted in a \$4.2 million reduction in annual revenue from tuition. Many colleges across the state and nation are grappling with the same budget and enrollment challenges that are associated with a booming economy. During this time, we have worked hard to advocate for additional state funding to help with the reductions. The annual revenue from state appropriations has increased by \$3.2 million over the same period, but it's not enough to offset the lost revenue from tuition and to keep pace with rising costs and workforce demands.

**Collegewide Resource Alignment Update**

At the same time, our fixed expenses (utilities, insurance, etc.) continue to increase as they do for other businesses. Compounded with those challenges, we continue to receive direction from Tallahassee to hold the line on tuition. We absolutely support affordability for our students, but there is a business reality to the factors I just mentioned.

Our local employers are requesting new and existing program expansion in critical high-demand / high-wage areas that are estimated to cost an additional \$3 million annually. These include Dental Hygiene, additional Nursing expansion, Sonography, Respiratory Tech, Cardiovascular Tech, Surgical Tech, Hospitality Management, Cattle Management, Elementary Education, Robotics, Business, and Accounting.

Lastly, we budgeted this year for a 1% drop in enrollment and, as of this week, we are down approximately 3.5% for fall and 2.9% for spring. Not good news for our budget.

In the face of these challenges, we have continued to deliver a high-quality learning environment and student outcomes that have consistently led us to being rated a top college in the country. In fact, we were just recently acknowledged again as one of the top 150 colleges in the nation as measured by student performance outcomes by the Aspen Institute.

However, we have reached the capacity of our current resources, and in order to meet current and growing demands, we are taking an in-depth look at our operations to find ways to align our available resources with the highest priorities of our mission. By Florida Statute, we are to maintain “a commitment to be responsive to local educational needs and challenges.” Our primary mission is to respond “to the local community needs for postsecondary academic education and career degree education.” The statute also reads, “Postsecondary academic and career education programs and adult general education programs shall have first priority in Florida College System institution funding.” The senior staff and I take this mission seriously.

The decision this past Monday to eliminate three athletic teams will serve to realign our resources to our core mission. We know that our athletics program is a national model of excellence. Their success is attributable to the level of quality in our athletics administration, coaching staff, and student-athlete support systems. However, only 4 of our 89 student-athletes on scholarships are from our local region. Our decision to close the basketball and volleyball teams did not come lightly. It will free up over \$600,000 in recurring budget which we will reinvest to support the academic and career program needs of our local students, employers and regional economic development. This is our core mission. Going forward, we will continue to field Women’s Softball and Men’s Baseball and look to provide greater access to intramural sports to our overall student population. I will continue to provide you updates of our progress on resource realignment in the spring semester.

The Chair commended Dr. Henningsen and his senior leaders for making difficult decisions regarding the budget and focusing on the college mission.

**CF Among Top 15% of Colleges in the Nation.** The Aspen Institute has named CF as one of the top 150 two-year colleges in the nation, eligible to compete for the 2021 Aspen Prize for Community College Excellence. CF was also recognized in 2011, 2013 and 2017. The Aspen Prize is based on performance in student outcomes, including graduation rates, improvement in student success and equitable student success. A jury of national experts selects 10 finalist institutions and one winner of the \$1 million Aspen Prize. The top 10 finalists for the 2021 Aspen Prize will be named in May 2020. The jury will make award decisions in spring 2021.

**CF Foundation in Top 10 Nationwide.** The College of Central Florida Foundation was recently recognized in the top 10 education foundations in a new national rating system ranking impact. ImpactMatters.org, the nonprofit that conducted the ranking, works to help publicize the most cost-effective nonprofits in eight categories: Veterans, Clean Water, Health, Poverty, Hunger, Education, Climate Change, and Homelessness. The CF Foundation ranked 2nd overall as the most effective in how far a donated dollar goes in helping students.

**CF United Way Campaign.** CF faculty and staff contributed \$11,203.84 to the United Way of Marion County during the 2019 campaign. Funds were raised through pledges, an online auction and even students held a fundraiser. This was an 8% increase over last year’s campaign.

**BOARD CHAIR/  
TRUSTEE COMMENTS**

**PRESIDENT’S REPORT**

**CF Among Top 15% of  
Colleges in the Nation**

**CF Foundation in Top 10  
Nationwide**

**CF United Way Campaign**

**Association of Florida Colleges (AFC) CF Chapter Sponsors Thanksgiving Meal.** On Tuesday, November 26, over ten members of the AFC CF Chapter served residents at Evangeline Booth Gardens Apartments a hearty Thanksgiving meal. Over 30 residents enjoyed delicious food and comradery. Evangeline Booth Gardens provides HUD housing for seniors in northeast Ocala.

**Association of Florida Colleges (AFC) CF Chapter Sponsors Thanksgiving Meal**

**Jack Wilkinson Campus Update.** The Levy County School Board, with support from the CF Foundation and the Jack Wilkinson Endowment, has secured a \$246,495 USDA grant to equip all four Levy County high schools with two distance learning classrooms. The CF Foundation is providing a \$36,975 match which will be used to equip two classrooms at the Jack Wilkinson Levy Campus to stream on-campus dual enrollment classes into the local high schools. This project will remove the transportation barrier for Levy county students wishing to dual enroll at CF. Implementation is scheduled for August 2020.

**Jack Wilkinson Campus Update**

On Thursday, November 14 the Levy Campus hosted 60 students from Chiefland Middle High School and Williston Middle High School. The students heard presentations from **Sam Ajlani**, Associate Professor, Business and Technology on Engineering programs at CF. The students also heard a presentation by **Rocky Norman**, Adjunct for Criminal Justice, regarding the Criminal Justice programs that are available.

**Citrus Campus Update.** The Citrus Campus student literary publication, *In the Write Mind*, won first place for Staff Page and student, **Ja’Onna Brown**, received an honorable mention for On the Spot Poetry at the annual FCSPA Conference in Tampa held from November 14-16.

**Citrus Campus Update**

**Foundation Update.** Currently more than \$64,000 in sponsorships are committed toward Night at the Farm, the Foundation’s new signature event scheduled for March 7th, 2020. The goal is to gross \$100,000. We received an alumni gift of \$100,000 for an established scholarship. Distinguished Alumni nominations are complete and **Mr. Ben Marciano**, owner of The Zone Fitness Center, has been selected. The award will be given at the May 2020 graduation. The Foundation received a request to participate in a national report of the top 36 high performing or sizable (above \$25 million endowment market value) by CASE (Council for the Advancement and Support of Education) community college foundations. Meetings and discussions with prospective donors continue as year-end approaches. The CF Foundation Board and Staff wish the Board of Trustees a very happy Holiday Season.

**Foundation Update**

**Office of Service, Civic and Community Engagement.** **Dr. Christine Knierim**, Coordinator for the Office of Service, Civic and Community Engagement, along with staff and student volunteers from Dr. Knierim’s class and Phi Theta Kappa (PTK) Honor Society, handed out 35 turkeys and 76 bags of food for the Thanksgiving holiday break to students with food insecurity needs on November 25-26, in the Learning Resources Center. Each student received a holiday-themed food bag and a bag of other foods to last them through the break. Food and turkeys were donated by faculty, staff, and students with 25 of the turkeys donated by PTK. Some students were so thankful it brought tears to their eyes. Holiday and other food bags will also be distributed to students in need on December 11-12 for the winter break.

**Office of Service, Civic and Community Engagement**

**AACC Fall Meetings.** The Association of Community Colleges fall commission and Board of Directors meetings took place in Washington, D.C. on November 13-15. I am currently chair of the Commission on Research, Data, and Accountability. We discussed updates to a new national college accountability dashboard as well as research updates from the U.S. Department of Education. The Board of Directors meeting ended the week on Friday with keynote presentations from the U.S Department of Education and Labor as well as discussions from Directors on budgetary challenges being faced by colleges across the country.

**AACC Fall Meeting**

**Light Up Ocala.** CF participated in Light Up Ocala holiday festival on November 23, reaching more than an estimated 2,000 community members. Residents received CF promotional materials and spoke with representatives about CF programs and the upcoming spring Open House. Thank you to the Marketing and Public Relations and Enrollment Management teams for ensuring that we had a significant presence at this event.

**Light Up Ocala**

**Friday Talks Business Advancement Series.** The Friday Talks Business Advancement Series on November 22 featured **Karla Wilson**, Associate Professor of Psychology and Implementation Director for StartSmart@CF. Her topic was “Help New Employees Get a Smart Start,” and she drew parallels to students getting a smart start in college. Twenty community members participated. The monthly program is held at the Hampton Center and begins at 8:30 a.m. Friday Talks is facilitated by the CF Marketing and Public Relations Department and showcases faculty, staff and academic programs at CF.

**Friday Talks Business Advancement Series**

**Higher Education Happenings Radio Show.** The WOCA Higher Education Happenings radio show on November 12 focused on academic resources for veterans and their family members. **Patrick Hoffman**, Director of Financial Aid; **Gene Kirkland**, Associate Director of Financial Aid; and student **Jimmy Tatum** represented CF. The talk radio show is facilitated by the CF Marketing and Public Relations Department.

**Higher Education Happenings Radio Show**

**Appleton Director Receives Book Award.** **Jason Steuber**, Director of the Appleton Museum of Art, was recently recognized for his book “Arts of Korea.” Steuber co-authored the book with **Allysa B. Peyton** while serving at the Harn Museum in Gainesville. They received the ARLIS/NA Southeast Chapter Mary Ellen LoPresti Publication Award in the Scholarly Publication Category.

**Appleton Director Receives Book Award**

**Student Life.** **Marjorie McGee**, Director of Student Life, reported that the Student Activities Board Teams from Ocala and Citrus had a very productive, informative and fun trip to Tallahassee for the FCSSGA Advocacy Conference from November 13-14. They had visits with **Representatives Massullo, McClain, Watson and Stone**. They spent time with **Senator Baxley**, who was also a keynote Speaker at our final event on Thursday. They were recognized at the House Higher Education Appropriations Subcommittee, had a tour of the Senate, participated in a Mock Session in the House and listened to a Legislative Panel. They also met with some of the staff from the Florida Chamber and observed a press conference regarding gun violence and the March For Our Lives Movement. They even worked in a few Educational Sessions while visiting Tallahassee Community College. A special thanks to **Jessica Kummerle**, Director of Government Relations, for setting up meetings, the senate chamber tour and the committee recognition. Thank you all for making sure our students are awarded with these great opportunities to network, learn, connect and grow.

**Student Life**

**Financial Aid.** **Patrick Hoffman**, Director of Financial Aid, reported that the Financial Aid Office began importing 2020-21 FAFSA’s on November 18. To date, CF has received over 1,700 2020-21 FAFSA’s. The Financial Aid Office has also been visiting the First Year Seminar SLS 1122 classes to present financial literacy presentations to students and faculty. To date for the fall semester, **Jean Imes**, Assistant Director of Financial Aid, has given presentations to nearly twenty First Year Seminar classes.

**Financial Aid**

**CF Enrollment Services.** There are currently 1,240 students that have applied for graduation for the FA19 term. Of those, 454 have indicated they want to participate in graduation ceremonies for fall 2019. Currently, 196 of the potential graduates have claimed 779 tickets at the halfway point for the initial ticket claim window, which is just over 40% of tickets for the ceremony.

**CF Enrollment Services**

**Health Sciences.** Under the direction and planning of Associate Professor for the Associate Degree Nursing Program **Angela Martin**, prepared Thanksgiving Food Baskets for 50 College Park Elementary School families. Campus USA partnered with the college for the food drive by donating turkey vouchers for each food basket.

**Health Sciences**

Assistant Professor for the Associate Degree Nursing Program, **Dr. Lisandra Sorrentino** gave a podium presentation on pediatric simulation at the Organization for Associate Degree Nursing Annual Conference in Louisville, Kentucky on November 9.

On Tuesday, November 5 the ADN DAISY Foundation Committee awarded third semester nursing student, **Cynthia Boley**, as CF’s first recipient of the DAISY Award for Extraordinary Nursing Students. Cynthia was nominated by one of her patients for the compassionate care she provided during a clinical rotation on the oncology floor at a local hospital. The DAISY Foundation



Committee, chaired by **Fran Sciotto**, reviewed ten student nominations before selecting Cynthia as the winner. The DAISY Foundation is an international organization that was started in 1999 as a way to recognize exceptional nursing care.

**StartSmart.** Guest speaker **Sindy Schneider**, co-founder, president and lead visionary for Atlanta’s Dance 411, presented as part of the student speaker series funded through the Title III Grant, as part of the StartSmart initiative. She spoke to a crowd of over 90 students, faculty and staff in the Dassance auditorium on October 30, and addressed how to find your passion in your career for success. Dance students from Sindy’s studio gave three dance performances to energize the crowd. One of Sindy’s employees, **Brooke Bowe**, led a master class in dance. The event was open to all students, faculty and staff. Food was provided after the event by Campus USA Credit Union, a proud partner of the College of Central Florida and StartSmart.

**StartSmart**

**Books, Balls and Blocks.** On November 16, Books, Balls, and Blocks event was held for community members on the CF Ocala Campus, in partnership with the Early Learning Coalition of Marion County (ELCMC) and CF Teacher Education program. Through the Help Me Grow grant, the purpose of the event was to bring families from the community together in order to conduct developmental screenings on young children. For this, the Teacher Education students partnered with the ELCMC to provide developmental screenings for 18 children. In preparation the students participated in the marketing and decorating for the event. During the event our students engaged with the children in order for the parents to conduct meaningful developmental screening of their children. We anticipate this to be an annual partnership between the Teacher Education department and the Early Learning Coalition of Marion County.

**Books, Balls and Blocks**

**Appleton.** An Appleton update will be provided at the board meeting. The events and exhibits sheets are attached.

**Appleton**

The next meeting will be held *Wednesday, February 26, 2020*, at 3 p.m. at the Jack Wilkinson Levy Campus.

**Next Board Meeting**

There being no further business to come before the Board, a motion was made by Rusty Branson, seconded by Bill Edgar to adjourn the meeting at 4:50 p.m.

**ADJOURNMENT**

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Joyce Brancato, Chair

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James D. Henningsen, Secretary