

Board of Governors Meeting Minutes
June 9, 2008

BOG Members Present: D. Bremer, S. Rasnak (VC), J. Calvert, P. Huth, D. Wise, A. Imes, J. Hannigan, K. Pecis (S).

BOG Members Absent: D. Hudson (C)

Staff Present: Bill Hammack (MD), Jack Phillips (AD), Leslie Price (CTD), Thad Hallstein (TD)

Others Absent: Ed Wavak

Others Present: Linda Bugielski, Brian Centers, Carol Clark, Judy DiVita, Mary Ellen Druyan, Terry Fanning, Tom Frohnapfel, Marjorie Heffernan, Bonnie Hilton, Ann Marie Hultgren, Harry Hultgren, Mike Huth, Kathy Kusper, Craig Mahlstedt, Jan Mahlstedt, Jon Mills, Arlene Page, Debbie Phillips, Ginny Richardson, Lou Schauer, Peggy Solick, Charron Traut, Dick Traut, Gregg Valek, Mary Van Nest, Bill Wilson, and Marilyn Wilson.

Vice-Chair Sandra Rasnak called the meeting to order at 7:35 pm.

May 2008 Meeting Minutes: Spelling of Tom Frohnapfel's name was corrected. Minutes were approved as amended. M: D. Wise; S: D. Bremer. Approved: Unanimous.

June Meeting Agenda: Revised to add "Cattell Wing remodeling". M: J. Calvert. S: J. Hannigan. Approved: Unanimous.

Budget and Finance: Ed Wavak submitted his Treasurer's Report to the BOG on June 6 via e-mail. From his report: The year continues to be good with better than budgeted net income YTD. We are slightly better than 2006 numbers but below 2007. For April we are about \$2,100 short of net operations relative to budgeted numbers.

Jack Phillips (AD): Bill Pullinsi is a member of the Society of State Directors and Choreographers and consequently we need to pay \$180 for pension and \$400 for health contribution. M: D. Wise. S: D. Bremer. Approved: Unanimous.
Casting letters out for MS1. Pre-Production meeting is June 28 for MS1 to avoid conflict with the July 4 weekend. Casting for DW1 and F1 – letters will go out the end of this week. Assignments for annual chairs and for individual show chairs are well underway for next season. Thad is the only person who can add/subtract names to the big board. Received a grant from aging well - \$757.85 to cover costs of scripts and copying. Except for Jack's time this grant covers costs associated with Senior Scenes. Jack will be in New York for an AACT conference July 7-13 and in Indiana adjudicating the Indiana Festival March 23, 24, 25.

Bill Hammack (MD): Sold about 300 subscriptions for next season as of 6/2. Seem to be having success in selling the "Four-Fer" flex tickets. One disturbing trend this year is that we're not getting the usual number of donations with subscription orders.
Season Brochure: Went to the printer on 5/30 and should be at the Post Office around 6/6.
Calendar Notes: April 12 is Easter – which conflicts with normal date for Sandwich Sunday for *Hotel Paradiso*. Sandwich Sunday will be on April 11, Sat. Christmas and New Year's Days are Thursdays – We're presuming that the office will be closed from Mon-Fri for both of those weeks. Calendar – Dates are fairly well filled in. Bill would like to put the calendar on-line. Thad will update the pre-production and post-production dates on the big board this week.

Leslie Price (CTD) reported that summer camp went well. Camp is full. Doing a fundraiser through Oberwise this year; Coupons in the June Summer Drama Workshop program. *Urinetown* – plans coming along well. Show dates are June 25-26-27. Registrations for Fall classes are coming in steadily. 1 slot to fill on faculty – finalizing these now. Next season – All rights for regular season shows have been obtained. Work continues to get the rights to *Flat Stanley* for trouping. Emily Monteagudo will be directing *Flat Stanley* (assuming the rights are obtained). There was a nice turn out for the Pet Parade. CTWS children will be selling Grand Raffle tickets at Casey's this weekend. We did not get the grant from Blue Cross / Blue Shield.

Thad Hallstein (TD) reported he is looking for an annual paint and an annual lighting chair. High School summer camp tech will start on June 23. Cattell Box office renovations are underway. Carpet tiles, matching the west wall, are ready to be installed on the bottom 4' of the east brick wall. The painting of the Cattell east wall is on hold.

Debbie Phillips reported on the work for "Taste of the Arts" Update. The thanked the many volunteers who have worked so hard to make this year's event a success. Successes achieved by the volunteers include: 15 restaurants participating (vs. 11 last year); 110 raffle tickets sold; 10 live auction items procured with a value of approx. \$8800; Over 80 silent auction items (some of which may be combined to create bigger items - expect about 50-60 auction items compared to 45 last year with about 20% greater value this year over last year); Fewer but higher quality raffle baskets. Additional thanks to the volunteers who are handling the bar, decorations and set-up, donating a large cake, typing up the program, doing the PR work and the other staff and volunteers who have put in countless hours of work on this event. Additionally, the children from CTWS have been a lot of help.

Debbie stressed the need to buy tickets – we have sold 102 tickets and need 300 people to attend.

Also needed are volunteers for the day of the event. Actives who have paid to come – Do 1 volunteer slot. Actives who do not pay – will volunteer all evening. And Debbie is still accepting donations.

Dick Traut asked if any thought had been given to sending out a list of the restaurants on a periodic basis (e.g., Yahoo Group) or otherwise advertise these restaurants? Kathy Kusper will send out an e-mail listing the restaurants and we will post the restaurants on the TWS web site. Goal is to have TWS Actives frequent and thank these restaurants for their participations.

ADA Report – Phase II Entryway: Andrea Imes reported that she called the architect after our last BOG meeting and told him to put the work "on hold" because we were unclear on how we were going to proceed. Cost estimates for the unenclosed structure are:

Cost of canopy without glass: \$120,000.

Removal of existing concrete: \$20,000.

Adding heated concrete: \$32,000

Miscellaneous: \$10,000

Andrea Imes reported on other issues to consider: The sidewalks have pulled away from foundation; The perimeter framing is rusting out on the existing canopy and the ceiling of the canopy is falling down (i.e., the existing canopy is in poor shape).

We could consider the concrete work and canopy work – as “continuing” maintenance.

Cost of enclosed structure – with everything: \$250,000 – That was the price before we knew about the canopy and concrete issues.

The canopy needs work – if going to just do sidewalks then the architect suggested taking off the canopy entirely. That said, the architect suggests we include the canopy because in his opinion ADA is designed to help patrons access buildings.

Total price to replace the canopy, fix sidewalks, work on the foundation – with switch backs is - \$182,000. This is a conservative price estimate by the architect (i.e., higher than expected total costs).

Jim Hannigan reminded the BOG that on Feb 11 the BOG passed a motion to move ahead with a fully enclosed structure but we have not moved forward on this. According to Roberts Rules we can amend that motion because no substantive action has been taken.

In light of concerns raised at the May BOG meeting and by Actives outside the BOG meeting, Jim moved that the motion passed at the Feb 11, 2008 Board of Governors Meeting, which provided that “the main front entry to the theatre for the purposes of ADA compliance project, be a fully enclosed structure from the public sidewalk to the main entrance of the theatre,” be amended to instead provide that the main front entry to the theatre for the purposes of ADA compliance project be a canopied structure from near the public sidewalk to the main entrance of the theatre. S: D. Wise.

Sandra Rasnak opened the topic of the ADA Phase II project for audience and BOG discussion.

Jim Hannigan said that he thought this newly proposed approach could be accomplished without assuming debt and said that Susan Hannigan and he would be willing to donate \$7500 to this project.

Andrea Imes reported that she had had a long conversation with Ed Wavak on the topic of funding. Based on that conversation, it was her understanding that given the reserves that the theatre holds, Budget and Finance thought that it would not be an imposition or create any danger to allocate \$150,000 for an ADA project – without any sort of fund raising.

Dick Traut asked the BOG if they had had a chance to study the letter submitted previously from a number of chairmen and retired members.

Sandra Rasnak, Pat Huth, and Jim Hannigan replied that we have read it, studied it, discussed it and given it a significant amount of weight and that this is reflected in the motion from Jim Hannigan.

Dick Traut remarked that the BOG has not addressed a number of issues, specifically having a reasonable cash flow analysis.

Sandra Rasnak reported that Andrea did discuss this item with Ed Wavak and based on that her understanding is that Budget and Finance indicated that they feel comfortable with the price range of the unenclosed ramp. Sandra also said that the cash flow analysis is related to obtaining a loan to cover the cost of the Phase II ADA structure which will no longer be required.

Dick Traut said that he is a member of Budget and Finance and did not remember Budget and Finance signing-off on the \$150,000 figure. Sandra Rasnak agreed that this needs to be clarified with Budget and Finance.

Dick Traut also commented that one of the things that he was appalled at was the lack of information and lack of understanding regarding this Phase II ADA proposed work among the Actives as a group. Dick Traut said that he wanted to encourage this BOG and future BOGs to inform Actives when the expectation is that the Actives will go out and raise money.

Mike Huth said that he was directed not to put information on the ADA activities into the newsletter. Sandra Rasnak responded by saying that as far as she was aware none of the board members said not to put this in the newsletter. Andrea Imes reported that the ADA work was reported on at the last two Actives Meetings.

Jack Calvert mentioned that when he looks back over the past few years and thinks about the physical projects we've undertaken e.g., ADA bathrooms, the Cattell sign, every time we've decided to make an improvement we've worked on it and "done it". He said he never saw this project as different from these other projects.

Dick Traut responded by saying that the need for the bathroom modifications was more or less a given – a real improvement for the Actives. However, Dick said he didn't see this other additional ADA modifications as a substantial improvement that will increase the number of tickets sold and said he was personally concerned about doing anything at all.

Sandra Rasnak said the current cost estimate for the Phase II ADA work is \$182,000 of which about \$30,000 is capital improvement to the building and this means the \$30,000 comes from a separate 'bucket' in the budget. Sandra reiterated that we need to clarify with Budget and Finance that the \$150,000 is available.

Bonnie Hilton said that her biggest issue is that we don't go into debt. Bonnie said that her main thing is to caution future boards because we don't want to leave future boards with financial problems. However, having said that, Bonnie said she wanted to warn future boards to have a town meeting with a project of this magnitude – say any project that requires any amount over \$50,000. Any project over \$50,000 is a huge construction project. Bonnie said that she knew there must have been discussions about the highest and best use of funds and about potentially going into debt. She said she was scared to death when she saw this in the program (picture of ramp), especially since Actives were not informed and this could really hurt the theatre. Bonnie asked that the BOG get the cash flow analysis done, get the analysis of maintenance costs done and get this in writing with Ed Wavak.

Jon Mills said that as he had mentioned at the May meeting he thought the theatre did a good job of accommodating our physically challenged people. He said that adding the special needs bathrooms needed to be done. Jon also said that the Theatre of Western Springs is not a branch of the Rehabilitation Institute of Chicago. He said that he thought this is a solution looking for a problem and is probably not necessary because we are able to accommodate people.

Mike Huth said that he thought the fact that there were so many people at the BOG meeting tonight speaks to the fact that people were surprised by the proposed ADA renovations. As the editor of the newsletter Mike said he had information on the ADA renovations in the newsletter, but removed it at Dennis Hudson's request. Mike also said that when he saw

information on the proposed ADA renovations in the program it made him question who was in charge and what the chain of command was regarding this information.

Sandra Rasnak said that she takes allegations regarding suppressing information' seriously.

Mike Huth also said that it may be that in 5 to 10 years from now we may be in a great situation financially and look back and wonder why we didn't add the glass enclosed walls. Mike asked if we could ask the architect if we can put in provisions now (in the design and construction) to allow for the future addition of these walls.

Andrea Imes said that that's another compromise that could work. Andrea said that our current compromise is to abandon the thought of enclosing the walkway. Andrea said that the preparation for the glass enclosure (e.g., footings) would need a mechanical engineer and would be costly.

Tom Frohnapfel confirmed that the cement is pulling away from the foundation based on what he sees when he mows the lawn every week.

Charron Traut asked how do we propose to raise that substantial amount of money that you are all considering here. Charron said she believes that without going to the Actives with full information it is not fair to the large group of Actives who would have to, in this economy, put up the money for this project. Charron also added that we all know it – this is not the time. She said that a number of boards of theatres, before they do projects, check with every person on the board to be sure that they've made a commitment and then they go to the larger group to make sure they will also make a commitment. Charron said that she thought we all feel that we were not given an opportunity to give input or ideas. She said that we're sending this one to that bank and we're sending that one to that bank – especially after Denny's [Hudson] little speech last time that we were expected to put up or we don't love the theatre. Charron said that the BOG has done a tremendous job – especially Andrea – in getting the bathroom completed but it is still not clear where Ed is going to come up with the money for this Phase II project.

Jack Phillips said that there is a line in the budget indicating \$232,000 for capital improvement.

Bill Wilson said that he has sat in your place and been a house manager. He said no one would ask for a heated sidewalk that's covered more than he would. Bill said we use the ADA phrase quite loosely. Bill asked how many people witnessed the presentation that Noel Smith made and said that if he was remembering correctly, Noel was suggesting that it would cost about \$3.9 million to comply with ADA.

Pat Huth and Sandra Rasnak said that Noel's proposal covered more than just ADA compliance.

Bill Wilson asked where will the monies come from to maintain this new walkway?

Mike Huth said that if we are moving ahead in this vein we need to keep in mind the logistics of moving in and out of the building during construction.

Sandra Rasnak said she's been concerned about this and the BOG and the staff have discussed this.

Mike Huth asked that the BOG please consider opening the committee of board members working on the ADA Phase II project to include non-board members.

Tom Frohnapfel said he has served as a house manager and worked hospitality. Tom said that he thinks most of the special needs patrons prefer to come into the theatre through the Cattell hallway. Tom said he hates to think of us spending thousands of dollars to make these renovations and then have patrons who will want to come into the theatre through the Cattell.

Sandra Rasnak said that there are other reasons for putting in the ramp. Sandra said that there is a CTWS student who needs the ramp.

Andrea Imes said that at Chicago Shakespeare Theatre the wheelchair seating is at the back of the theater.

Craig Mahlstedt said that he knew everyone in the room has the best interest of the theatre at heart. Craig said he started out trying to get the ADA bathrooms 4 years and knew how difficult it is to get anything done. There are 300 people with sincere concern and ownership. Having said that, Craig said that what he hears is a good compromise with a very generous contribution. Craig said that he was surprised to hear anyone say that access to our lobby is not a critical issue – for students, newcomers and a rapidly aging population – and he said that he thinks we are not meeting the commitments we made to the Village. Craig said he was surprised at the cost for the ramp and surprised at the cost of the bathrooms. Craig said he and Jan will donate \$7,500 to the ADA Phase II project. Craig said that he would urge the BOG to move forward with the Phase II ADA work. Craig said that moving forward feels better than sitting around and denying people access.

Carol Clark said that there were 3 things she wanted to second. She said that we need to understand the expenditures for both construction and maintenance and this needs to be spelled out including where the money for both will be coming from. Second is the importance of informing the Actives. Carol said that Ginny was always drafting something to go into the Newsletter the day after the BOG meeting. Third, Carol said that it was her understanding that the Village approved the bathrooms as a 1st step. Carol asked if anyone had gotten an estimate for a ramp without a canopy. Carol said she goes to lots of theatre and sees lots of ramps without canopies.

Sandra Rasnak said that we're talking about taking the existing canopy, replacing it and making it longer.

Andrea Imes said the option of "no canopy" was absolutely considered.

Carol Clark said that she understood the safety and other issues but there are a lot of other theatres that don't have canopies over their ramps.

Craig Mahlstedt said he would get an opinion on due diligence if we remove the overhang.

Sandra Rasnak reminded everyone that we're at the point of drawing the plans we're not talking to contractors.

Pat Huth said that during her tenure on the board she has taken notes on what needs to be in the Newsletter and always checked w/Dennis and gotten approval on what should go in or not go into the Newsletter.

Carol Clark said she's putting it on the board. We used to talk about what would go in the Newsletter.

BOG members agreed it was a great idea to have a "News from the Board" section of the Newsletter every month.

Marilyn Wilson said she was concerned about the amount of money required for the ADA Phase II project saying it is very expensive. Marilyn also said she had concerns with regard to the building next door. She said we do need more space if we can get more space. Marilyn said that she understood the building is for sale right now at an unreasonable price and suggested that eventually they will probably come down and she would like the theatre to be able to purchase that property. Marilyn asked if we tie up all of our money in this ramp where are we going to get the money for the property next to the theatre?

Jack Calvert said that we are looking at using money for the Phase II ADA project that is earmarked for one purpose and that this money is not necessarily the same money that would be used for the property.

Sandra Rasnak said we would probably need to get a mortgage to purchase the property next to the theatre.

Marilyn Wilson also said that we need to consider the financial implications of building the ramp in light of the desire to purchase this additional property. Second, Marilyn said, she felt that this is a big expense (for the ramp) for very little return because we can already bring handicapped people into the theatre to see a play. Marilyn said if you bring them into the main entrance and they are up on the main level they cannot go to any other level in the theatre and therefore we will still not be compliant with ADA.

Mary Ellen Druyan said she wanted to echo other Actives comments. She some of her concerns were allayed to a great extent by Jim's suggestion and proposal. Mary Ellen said she would like to express her marked disappointment in the months – perhaps couple of years – prior to the evening. She said that the Phase II ADA project is as big an issue as in the '90's when the issue of changing the management structure came up. At that time, she said, we had a lot of town meetings to make sure that everyone was fully engaged and informed. I would encourage this board and future boards to do this. Mary Ellen questioned whether or not the Children's Theatre parents had been explored – to tap into expertise. She said that in the past we have gotten support from this group. Mary Ellen said that all of us are stakeholders and deserve to be fully engaged. Mary Ellen said to Charron's point – where do we get the money? She asked do we ever look at the long line of consultants – advice from many consultants – that the Managing Director work on grants to cover the cost of feasibility studies? Mary Ellen said we would be well advised that this is an issue for the Long-Range Planning Committee to look at.

Ginny Richardson said she wanted to express her extreme disappointment that 2 people are not present, crippling this discussion to a great degree – our chair and our treasurer. She said that she realized they had a work situation but sometimes priorities dictate changes.

Jim Hannigan said that he could speak for Dennis Hudson who has once before missed a meeting. Jim said that Dennis had a 4 hour commitment which he had tried to get out of for the past 48 hours.

Ginny Richardson reiterated that she wanted her original comments (above) recorded.

Arlene Page said that she had 2 issues to raise: communication and spending. Arlene said her concern was how much we were going to have to spend. She said that the BOG appears to have addressed this issue and asked if we had explored HUD as a funding option. Arlene also asked if we could save money on the heated sidewalks.

Andreas Imes said the actual concrete including snow melt is between \$23,00 and \$32,000. The heating element will have 4 stages for heating that can be controlled and set to the appropriate setting based on weather conditions.

Arlene Page asked if we will need to do something with the back row of the theatre.

Andrea Imes said we will have to remove seats in the back row.

Harry Hultgren said he was concerned about the enclosed canopy structure. He said that we may have to do something to address the canopy structure. Harry offered to make donations as much as feasible. He said that the heated sidewalks are not a panacea – it may take 8 hours to melt the snow after the system is turned on and you have to pre-plan.

Andrea Items said the system will shut down by itself (i.e., be on timers).

One other item Harry Hultgren mentioned was that when we did the roof in 1995 we looked at the capital reserve because we wanted to have enough money in the reserve to take care of the roof and the next most costly item that could break-down. As long as we had enough money to take care of the next biggest item we did the roof. Harry said he was still confused on the cost and suggested the BOG break it down. He thanked the BOG for pulling the original motion.

Judy DiVita said that she wanted to support what Tom Frohnapfel had said earlier. Judy said that handicapped people who can't hear want to be in the front row of the theatre.

Marge Heffernan said that she's got historical background and if we get into mortgage payment issues we need to be very careful to make sure we have enough cushion to do what we need to do.

Jan Mahlstedt said that ADA doesn't just mean people in wheelchairs – there are people with difficulty walking who struggle down the stairs and people in walkers who go up the steps and/or refuse to use the Cattell.

Bonnie Hilton said she did an unofficial survey while she was ASM for MS5. She said that during the 10 shows there were 5 people using walkers, 7 wheelchairs and people using canes coming through the Cattell entrance. Bonnie said she spoke with 4 of these patrons and asked them about their preferences if we do build an ADA entrance upstairs. All 4 of those patrons did not want to sit in the back of the theatre. Bonnie strongly recommended that we keep the Cattell-entrance accessible to special needs patrons and allow them to set in the standard seats near the front of the house.

Ann Marie Hultgren asked if this is considered Phase II ADA how many phases are there?

Andrea Imes said that we also need to address accessibility from the Lobby to the lower level.

Charron Traut asked the BOG if they could hold off voting on Jim Hannigan's motion until Ed Wavak, as the Treasurer and budget and Finance provided a substantive report saying that

the money was available and the BOG is perfectly safe if something else goes wrong. Bonnie Hilton seconded Charron's comment. Charron said this was for the sake and comfort of the Actives and for the sake of the BOG.

Andrea Imes said she felt a lot of pressure because she's reporting on an informal conversation she had with Ed Wavak and what she took from that conversation.

Jim Hannigan restated his motion that the motion passed at the Feb 11, 2008 Board of Governors Meeting, which provided that "the main front entry to the theatre for the purposes of ADA compliance project, be a fully enclosed structure from the public sidewalk to the main entrance of the theatre," be amended to instead provide that the main front entry to the theatre for the purposes of ADA compliance project be a canopied structure from near the public sidewalk to the main entrance of the theatre.

Linda Bugielski said that everyone here seems to agree that the present canopy here is so deteriorated that it either needs to be taken down or replaced. This project is about replacing the canopy and putting in a ramp. Whatever happens the canopy is going to be taken down, repaired and replaced. So the cost here is for ramp and heated sidewalks. Linda asked what is the additional cost of putting in this ramp and these sidewalks?

Andrea Imes said that the "no glass" concept cost \$120,000 (for new canopy/rehab existing canopy/foundations/etc.) plus Removing concrete/site prep: \$20,000; New concrete snow melt: \$32,000; Miscellaneous: \$10,000.

Motion passed unanimously.

Jack Calvert said that by voting it does not mean we are not going to follow-up on the issues discussed at this meeting including discussions with Budget and Finance and with the Actives.

Ann Marie Hultgren asked if the BOG was going to have a campaign to pay for the ADA Phase II?

Sandra Rasnak said we may have a campaign – we need to look at the options. Sandra said there has not been great communication and we will do better.

Charron Traut said that when the issue of all of this is going to happen that she hopes the BOG is transparent.

Cattell Wing Remodeling: Bonnie Hilton said she wanted the brick kept "as is". She said it's the history of the old theatre.

Tom Frohnepfel said we should make a note that people who don't attend the TWS Actives meeting participate in the e-mail Yahoo group.

Thad said he would not paint the wall. He said that in general, design by committee results in disaster in terms of aesthetics. He said that his personal opinion as a designer was that the bricks should be painted.

Denny Wise said that there's been a lot of discussion about family, camaraderie, team. He described the coffee cups with the names of TWS Actives saying that even people who had died or moved still had a coffee cup. At some point the decision was made to get rid of the coffee cups. Now the only thing that we have going on is the painted bricks in the dressing

rooms said Denny. My understanding was that when the Cattell wing was built a painted wall had to be destroyed. Pictures were taken of those bricks and they were re-done. Denny said that if there is any shred of interest in keeping that old brick wall then keep the wall. He said that he was encouraging the BOG to keep the brick unpainted.

Motion that we don't paint the brick in the Cattell entranceway. M: D. Wise. S: D. Bremer. Approved: 6. Opposed: 1. Abstained: 1. Motion passed.

Carol Clark asked the BOG to consider putting something in the Newsletter that the Cattell wall won't be painted.

Liaison Reports: Jack Calvert reported that the Guest Director committee is going to be working on identifying Cattell Lecture speakers.

Remarks from Outgoing Chair, Dennis Hudson: Sandra Rasnak read remarks from Dennis Hudson: The time has come for me, as Chair of the Board, to say "Good-bye" to you my friends and theatre colleagues. It has been quite a season, could you not agree? We have addressed issues, important ones, some of which we have resolved for the good of our theatre and others which are still ongoing. I am satisfied that we have made all the right decisions, and with your support and input, we will continue to do so. It has been my distinct privilege and pleasure to serve you. I thank you for this exceptional opportunity. See you around. Dennis.

Arlene Page said that she thought it would be a great help to the BOG if more Actives came to board meetings so that the BOG would at least hear from some people. She said she thought the Actives needed to show up more often.

Remarks from Outgoing Board Member, Pat Huth: Pat Huth said this is my last board meeting. She said: I've learned a great deal. It has been my privilege to sit on this board and I feel that I've taken a lot more than I've given and it has been an exceptional experience and I'd do it again in a heart beat.

Motion to adjourn. M: J. Hannigan. S: P. Huth. Approved: Unanimous

The meeting was adjourned at 9:25 pm.

Submitted by Katie Pecis, Secretary of the BOG