

Board of Supervisors Monthly Meeting Minutes Tuesday, June 6, 2017 2:00pm

Present at Meeting:

Eric Johnson, TCD Board Chair

Aslan Meade, TCD Board

Amy Franks, TCD Staff

Kathleen Whalen, Executive Director

Richard Mankamyer, TCD Board Doug Rushton, TCD Board Ashley McBee, TCD Staff

11 Action Items:

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- 1. Eric to review personal audio recording and provide clarification on February 28th meeting minutes
- 2. Staff will email updated Board Supervisor Guidelines & Officer Position Descriptions policy to Supervisors
- 3. Amy will check with MRCS: Can we establish policy to allow us to hire service providers not on the MRSC roster (lower bids, sole proprietorship) and exact process service providers have to go through to get on MRSC roster
- 4. Staff will update Subcontracting Procedures and Bid Threshold policy based on Board edits
- 5. Board will review Subcontracting Procedures and Bid Threshold policy again at next Board meeting

Eric Johnson called the meeting to order at 10:00 am. There was a quorum.

1. Welcome, Introductions, Audio Recording Announcement, and Pledge of Allegiance

- Welcome & Introductions conducted
- Eric announced meeting being recorded
- Richard noted Pledge of Allegiance is optional
- Pledge of Allegiance conducted

2. Public Comment

None

3. Agenda Review

- Remove Agenda Item #4 (Thurston County HCP Update)
- Remove Agenda Item #5 (Executive Session)
- Remove Agenda Item #10 (TCD Annual Board Officer Appointments); Postpone to next meeting

4. Thurston County HCP Update, Chris Chaput, Thurston County

Chris Chaput not present

5. Staff Reports

A. Kathy Whalen

- Communicating with Enduris re: Board questions about insurance coverage/liability for contracts impacted by ESA; Enduris feedback is that the District could be sued and possibly liable; This would likely be up to the jurisdiction authority; This is more of a legal contract and indemnification question; Fines are not typically covered under the Memorandum of Coverage with Enduris
- Eric: Reach out to NRCS & Fish & Wildlife Staff; Doug: NMFS has jurisdiction over salmonids

B. Staff Report Discussion

- Kathy recommendation: Important to have face-to-face interaction between Board & Staff, and Staff Reports should be prioritized to top of agenda to prevent paying Staff time and a half to attend; Doug: Concurs with Kathy mostly; Has been against Staff Reports because Board currently receives written Weekly Update; If Board needs further clarification, can request Staff adjust hours are adjusted to be present
- Richard: Like receiving Staff Reports and Weekly Updates; Good to hear updates first hand; Suggestion to rotate Staff Reports; Aslan: Would like to find other ways to reduce Agendas, as it is valuable to hear from

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Staff; Although, happy to cut Staff Reports, use rotations, or request specific Staff/program updates in order 54 to shorten board meetings 55

• Eric: Like Staff Reports (in person); Important to connect with TCD on a personal level; As far as asking for further clarification when needed, has requested individual Staff/program report in past and took eight months for Staff to prepare & deliver report and was delivered by a different Staff, so not able to get questions answered; Imperative to have Staff attend board meetings and provide brief updates

• Kathy: Staff schedules cannot always be altered to allow attendance, as grant deliverables must receive priority; Eric: Understand, but Kathleen Berger has not attended a board meeting in 6 months; Kathy: Due to Staff Reports so low on agenda and already working eight hour day and pregnant; Eric: Thinks there have been three meetings where Staff Reports were higher up on Agenda; Kathy: In April Kathleen was at a Conservation Planner training; Eric: Asked for Kathleen B. to give report at next meeting

Aslan: Hears a Staff recommendation to keep Staff Reports and put them up higher on agenda; Aslan agrees it should be on Agenda at a time that Staff schedules allow for attendance

• Richard: What if we started board meetings earlier? General discussion: Aslan: Is that a request for longer meetings? Richard: No. Eric: How does Board feel about splitting into two meetings per month? Richard: Could be option to do second and last Tuesday until we get caught up and then could always eliminate one meeting; Eric: Agrees; Aslan: Two meetings is outrageous, no other board in Thurston County needs six hours to conduct business monthly; Could do much better with time management to fix the issue; May not always know ahead of time how much time is needed but we get in the weeds and take up a lot of time; Okay if we need emergency meeting every now and again, but currently operating at a deficit; Would not attend two meetings a month on regular basis; Overall recommendation: Better time management; Richard: TCD doing more than ever done, correct? Doug: No. Eric: Have more Staff, correct?; Kathy & Doug: Have had 18 staff before and two hour board meetings; Doug: Agrees with Aslan, we need to be more efficient with meeting time; Need to stay on topic (right now as well); Okay with Staff Reports continuing; Eric: Chair will try to do better job of staying on time; Doug: It is all of us; Eric: When overabundance of work on Agenda, will work with Kathy on case-by-case basis to manage meetings

Doug moved to retain Staff Reports and they be held in first hour of board meetings. Aslan seconded. Discussion: Aslan: Add amendment to say they need to happen earlier to limit Staff overtime. Doug: Friendly amendment that Staff Reports be held to first hour of a meetings; Kathy: Historical agenda prioritized Partner and Staff Reports early on Agenda to honor time. Vote: All in favor. Motion passed.

Executive Session: Evaluate Complaint/Charge and Performance of Employee

■ Not needed; Removed from Agenda

Financial Reports, Amy Franks

A. Monthly Financial Report

Ouestions:

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- Eric: Is credit card statement in report? Located and referenced in Board Packets
- Doug: Any anomalies or yellow flags? Amy: No. Received first half of Assessment deposit; Closing out grants that end on June 30th; Doug: Odd that Assessment amount is same, but seems like more development/parcels in County; Amy: Reviewed deposits over last 10 years, approx. \$10-20k increase
- Doug: Quality and Holiday Inn Express transactions? Robin and Kathleen to attend trainings; Eric: How long was Kathleen's training? 5 days; Eric: Homeaway transaction? Amy F: House for staff to attend Salmon Recovery Conference; Kathy: Cheaper to rent house than hotel rooms
- Eric: Facebook transaction? Amy: Probably ad for tech position or other events; Kathy: Job announcement after this statement; Amy: Was for other outreach events then

B. Check Register

Check Register Approval: Doug moved to approve the April check register for checks #s 19213 - 19279 totaling \$110,426.58; No voided checks. Eric (Chair) seconded. No Discussion. Vote: Doug and Eric (Chair) in favor. Richard abstained. Motion passed.

106 Meeting Minutes Review & Transcription Services Update 107

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A. Review of February 21, 2017 Special Meeting Minutes, All

- Kathy read email sent from Samantha: Expressed concerns with track changes to Feb 21st and Feb 28th meeting minutes; "somewhat like re-writing history at this point as no one has clear recollection of what actually happened at February meeting now that it is June."; Also concerned when minute "taker inserts words like 'frustrated' into a statement the recorder is then interpreting feelings...suggests meeting minutes void of 'feeling words' that are projections"
- Eric: Spent eight hours reviewing personal audio recording to ensure minutes were correct; Met with Richard and Ashley to review and update; Not editing, more of a correction for accuracy; There is audio recording to support so think it is valid to go forward; Richard stated he was frustrated in the recording
- Richard: Samantha made interesting point and Doug has made in past: We cannot remember what happened in retrospect most of time; This is why he suggests we hire a court recorder to notate exact language; Removes potential for disagreement and creates accuracy; Would save time and money in long run; May be able to negotiate with direct court recorders, rather than companies; Would provide the accuracy needed; Eric: Would be an unbiased 3rd party; Richard: Yes. Recently experienced this at another meeting and facilitators explained accuracy is the reason for doing it
- Kathy: Stu (when TCD Regional Mgr) warned Board several times that it is best to have brief minutes that limit to memorializing motions; Expressed concern that long transcriptions require longer time to review
- Richard: Also takes long time to review and re-write if there is disagreement; Court recorders are used in court because quicker, easier, and more accurate
- Doug: Take issue with that point; Courts use court recorders (exact transcriptions) because attorneys involved and they take issue with everything; Concur with Samantha's idea about value-laden statements; Does provide sense of what is going on; Trusts Ashley to get it right; None can get it perfect; No problem with that; Fairly trivial; Eric: Requested clarification; Doug: Agrees with Samantha and trusts Ashley to get it right; Doug: Samantha's example that someone was frustrated; Ashley cannot read minds; Eric: In this situation, Richard stated he was frustrated; Doug: Would leave that in; Ashley has put in stuff based on value judgement, could not know for sure, except to gauge body language and general communication skills, which he again trusts
- Eric: Reviewed past minutes and past Board Supervisor Dave stated he wanted audio recording because too much personal interpretation in minutes; Ongoing issue for years; Eric starting to lean towards 3rd person, non-biased, accurate, detailed court recorder
- Kathy: Cautionary, must realize these services cost money; Investing more in Board support (meals, etc.); Court recorder is going to be expensive and will have to balance that cost with programs and administration; Eric: Just need to figure it out; Get funding and compare funding for Ashley's time that is already spent; Free up Staff time for other things
- Doug: Chair's comments about Robin's qualifications (line 172-173); What he heard is what Ashlev provided in minutes but okay with leaving it out; Eric: Doug can review audio recording; Doug: Not going to listen to five hour recording; Eric: That was point of starting personal audio recordings, because parts were missing from meetings
- Doug: Communication is 90% not words; Cannot pick that up and that is why okay with Ashley interpreting; Point being, just because words are captured in a recording, only part of picture
- Richard: All presented points are valid; Eric agrees
- Ashley: Will work towards developing budget numbers for consideration and comparison before next Board meeting; Will gather information on cost and product for Board to make informed decisions

Line Edits: None

Richard moved to approve February 21, 2017 meeting minutes. Eric (Chair) seconded. No Discussion. Vote: Richard and Eric (Chair) in favor. Doug abstained. Motion passed.

159	B. Review of February 28, 2017 Board Meeting Minutes, All
160	Line Edits: 175 - Attachment not included; Board agreed to start including all attachments at
161	Board review stage (Board Packet) and for signing; For Feb 28 th Minutes, Eric
162	will ensure attachments are included when signed
163	274-277 - States Richard both voted in favor and abstained; Remove Richard
164	from vote in favor; Keep Richard abstained; Eric to check personal record (TCD
165	does not have copy of recording) to see if Samantha voted in favor
166	485 - Doug: If going to say Supervisor left meeting, need to time stamp
	occurrence; Eric will review personal recording to note estimated time Samantha
167	& Aslan left meeting
168	& Asian left meeting
169	AI – Eric to review personal audio recording and provide clarification on February 28th meeting minutes
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172	Richard moved to approve February 28, 2017 meeting minutes, as amended. Doug seconded. No
173	Discussion. Vote: All in favor (Chair in favor). Motion passed.
174	Discussion. Vote. An in lavor (Chair in lavor). Motion pusses.
175	C. Review of March 28, 2017 Board Meeting Minutes, All
	Line Edits: 342 - State, "Suggested, for example, each Supervisor"
176	Line Edits. 542 - State, Suggested, for example, each supervision.
177	Doug moved to approve March 28, 2017 Board meeting minutes as amended. Richard seconded. No
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179	discussion. Vote: All in favor. Motion passed.
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181	Aslan joined the meeting at 10:39am; Doug informed Aslan Samantha unable to attend meeting due to sister
182	having a baby; Aslan: Apologized for being late; Requested clarification on Agenda; Eric: Reviewed agenda
183	changes; Kathy: Should come back to Staff Reports at some point to make a decision on whether or not
184	continue to include Staff Reports in monthly Board Meeting agenda; Eric: Re-visit subject that now
185	The state of the s
186	D. Review of April 28, 2017 Board Meeting Minutes, All
187	Line Edits:
188	the party of the state of the Distant seconded No.
189	Doug moved to approve April 28, 2017 Board meeting minutes as written. Richard seconded. No
190	discussion. Vote: Richard, Doug, & Eric in favor. Aslan abstained. Motion passed.
191	and the second s
192	Doug move to approve April 25th & May 18th meeting minutes as written. Aslan clarified which minutes
193	have been reviewed and where we currently are in minutes review; Aslan: Is Eric okay with approving
194	without reviewing audio recordings? Eric: Yes. Richard seconded. No discussion. Vote: All in favor.
195	Motion passed.
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197	E. Review of April 25, 2017 Board Meeting Minutes, All
198	■ See above
199	F. Review of May 18, 2017 Board Meeting Minutes, All
200	■ See above
201	G. Board Meeting Minutes Format/Transcription Services, Ashley McBee
202	■ See above
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204	9. Policy Updates, Kathy Whalen
205	A. Resolution #02-2017: Board Supervisor Guidelines & Officer Position Descriptions
206	* Kathy provided context; Board passed motion to resolve requirements to excuse absences in a public
207	meeting as well as number of absences allowed; Staff recognizes Board would like to make additional
208	changes to policy and has not received any edits/feedback to date; Recommends Board approve policy,
209	based on September 2016 approved Board edits to ensure policy on file is up-to-date
210	Aslan: Clarified that track changes would be removed? Yes.
211	Kathy: Noted last update on policy; Would change that to state today's date

- Eric: Only comment is double-edge sword because this removes responsibility of Supervisors to attend meetings; Not sure (on other side) if Board or WSCC has authority to remove Supervisors: Kathy: WSCC does have that oversight; Doug: If it is a malfeasance issue, WSCC can remove Supervisors from TCD Board
 - Richard: Confused; Looks like it says any and all requirements of Board Supervisors would be removed if adopted; Kathy: Not opinionated either way, only recommending approval of updates Board instated in Sept 2016; Eric: Does not remember update approval; Kathy can check minutes if needed; No direction to do so
 - Doug: Personally does not like colleague making decision if excuse is valid; Wants to see line numbers; Would add phrase, "if at all possible" will communicate absence; Chair responsibilities #7: ", and is consistent with their direction"; Eric: Clarified. Notify Chair and/or ED "if possible"? Doug: Yes
 - Richard: Seems like Supervisors would not have to show up at any meetings; Kathy: RCW dictates Supervisors have to attend meetings; Richard: Why was language requiring attendance put in policy before? Eric: Put in place when previous Supervisor could not attend meetings regularly
 - Doug: Suggest approving as is and then fix to state coverage of responsibility in RCW; Kathy: Policy states Supervisors are required to carry out responsibilities in accordance with RCW 89.08
 - Aslan: Agree with Richard, if language removed, policy does not provide clear guidelines on what is
 expected of Supervisor attendance at board meetings; Happy to move forward with adoption of updates now
 and return to it
 - Eric: What about putting a minimum requirement per year? Not opposed to previous language (previous to September updates); Would say keep the language in; Hears concern this puts burden on Board for disciplinary action, but that is our responsibility
 - Aslan: Was Richard on TCD Board in September? Kathy: Yes

- Eric: Samantha missed three meetings in a quarter, and that is why Board changed policy; Kathy: Current updates before Board are based on what was stated at that (Sept) meeting; Doug: Remembers that Samantha was on verge of non-compliance
- Samantha (not present): Clarified at next Board Meeting (6-29-17) she has not missed three meetings in a quarter while on the TCD Board
- Éric: Need to have verbiage for accountability/guidelines; Kathy: Board does not have authority to remove someone from office; Can recommend to WSCC
- Doug: Recommends approving as is (with suggested edits) and Kathy reach out to other CDs to see what their policies state regarding Board Supervisor attendance; Kathy: Has done this and TCD is first CD to have such a policy
- Eric: Reasonable to expect Supervisors to come to one of three meetings in a quarter; Has also been a violator but has not missed a board meeting since this policy was enacted; Doug: Agrees attendance recommendation is reasonable but not appropriate for Board to determine if excusable; Aslan: Absolutely agree; What is point of serving on Board if not going to show up? Matter of capturing the language in a policy that we are struggling with (excused vs. unexcused determination); Should require advance notice of absence, unless extenuating circumstance
- Eric: Recommends removing 'excused vs. nonexcused' language and say Supervisors cannot miss more than two meetings per quarter; Kathy: Can add bullet under responsibilities that says Supervisors cannot miss more than two regular board meetings per quarter; Valuable to create stipulation on quarterly (vs. annual) term because Supervisors get out of the loop on District business easily; Doug: Okay with Kathy's suggestion
- Eric: No more than one regularly scheduled meeting per quarter; Aslan: Does not agree because emergency situations may require Supervisors to miss more than one meeting in a row; Suggests an annual cap; Richard: Four meetings per year is still a lot; Point is valid that Supervisors miss a lot of information if they miss even one meeting

Aslan moved to add bullet point that Supervisors cannot miss more than four regularly scheduled board meetings in a calendar year. Doug seconded. Discussion: Discussion on when to start implementation of policy; Kathy: Cannot retroactively implement policy; Eric: Getting there. Eric: Adding one bullet and then will be more edits in future. Vote: All in favor. Motion passed.

- What about excused/not excused language? Aslan: Covered under bullet point that is there; Do not have to determine what is excusable
 - Eric: Hearing add "if possible", notify of absence, as Doug recommended. Strike language that says no more than one meeting in a quarter; Strike language that states process for addressing absences; Richard agrees; Doug: Will need to have a process if we get in that situation; Add sentence that says "Supervisors that missed more than four regularly scheduled board meetings in a calendar year will have opportunity to explain absences. The Board will then make a decision on how to proceed based on that information."
 - Eric: Clarified that updates pertain to regularly scheduled board meetings
 - Aslan: Getting rid of rest of strike through portions? Yes.

 Aslan moved to accept all edits to Board Supervisor Guidelines & Officer Position Descriptions discussed. Doug seconded. No discussion. Vote: All in favor. Motion passed.

${\bf AI-Staff\ will\ email\ updated\ Board\ Supervisor\ Guidelines\ \&\ Officer\ Position\ Descriptions\ policy\ to\ Supervisors}$

B. Resolution #06-2017: Policy #4.6 Subcontracting Procedures and Bid Threshold Update

- Kathy reviewed context: At April 2017 meeting, Board approved MRSC roster use at TCD; Related policy
 was updated to state this as sole method used to solicit district service providers, and process for use
- Richard: Does this mean we never use people (service providers) outside of MRSC roster?; Kathy: Can if they will get on the roster; Have to agree to go on the roster; Eric: Does not like that idea; Kathy: Not a big commitment for them; Otherwise, requires a lot of work for TCD Staff to ensure service providers are paying prevailing wage and meeting bond/insurance requirements
- Eric: Our contractors have to use prevailing wage? Kathy: Yes.
- Aslan: Also, good for contractor because registration on MRSC roster brings service provider additional business? Kathy: Yes. Aslan: Any cons for service providers? No. Eric: What is exact procedure for service providers to get on list? Kathy: Getting Amy Franks to answer further questions
- Richard: What about other services? Cleaning services? Kathy: Our cleaning service provider does not have to be on the MRSC roster because we started (and documented) the solicitation process before we registered for the roster; What if contractors do not have interest in MRSC roster? Kathy: We use someone else
- Eric: What does it take to sign up? Don't want to eliminate best provider? What does it fully entail? Amy: Cannot say exact process with certainty; Aslan: Require any significant barriers for service providers? Amy: No.
- Eric: Does landowner have to pay prevailing wage? Amy: No; Just TCD
- #3c: Eric: What does that mean and why did we take it out? Amy: Don't know what it means so that's why took it out
- #6 (pre-update numbering): Eric: Why take it out? Amy: Thought it would go without saying; Eric: Want clear guidelines; Leave language in
- #7: Keep language as well
- Doug: "5k-299k": Concerned if someone not on MRCS roster that we can still do business with them;
 Would like to see us keep language that says we can use contractors not on list
- Amy F: We are to use MRSC roster to query service providers; If does not produce someone, we can look outside roster; Eric: What if we find someone at lower cost who will not get on the list? Amy: They would have to be on the roster. Kathy: If not willing to go on MRSC roster, and meet all other requirements, would have to find someone else
- Amy F: Can ask MRSC if can establish policy saying we can choose service providers outside of MRSC roster; Amy & Kathy: Other CDs use MRSC roster and saves Staff a lot of time and provides insurance that we will not make a mistake; Not all Staff trained/experienced in soliciting bids
- Richard: Appears to limit small businesses/operators
- Eric: If own business/sole proprietorship, does that preclude using roster; Amy: Can check on that
- Aslan: If Board does not adopt resolution, does this preclude TCD from conducting business in meantime? Kathy: If any unknowns come up will have to hold off until policy is approved

- AI Amy will check with MRCS: Can we establish policy to allow us to hire service providers not on the MRSC roster (lower bids, sole proprietorship) and exact process service providers have to go through to get on MRSC roster
- 321 AI Staff will update Subcontracting Procedures and Bid Threshold policy based on Board edits
- 322 AI Board will review Subcontracting Procedures and Bid Threshold policy again at next Board meeting

10. TCD Annual Board Officer Appointments, Kathy Whalen

Moved to next board meeting to allow all five Supervisors to participate in discussion and decision making

11. Resource Technician Hiring Update, Kathy Whalen

- 44 viable applications received; All sub-committee members have copies of applications; Conducting individual ranking and then meeting with group to rank together before scheduling interviews
- Eric: Re-applicants? Kathy: Thinks there are a few that have applied again

12. Standing Agenda Items

A. Conservation easement Update, Kathy Whalen

- Board of County Commissioners (BOCC) putting Conservation Futures on hold this year, so likely will not be funded
- Eric: BOCC supportive of easement initiatives: Doug: Always are in public; Eric will follow up with BOCC to request funding for TCD application; Aslan: Conservation Futures has a process, that will require a formal process to award funds

B. TCD Relocation Update, Aslan Meade/Kathy Whalen

- Aslan updated on funding and development of Ag Business Park; Movement occurring but cannot discuss all components; Should be able to share more detailed updates by end of summer; Looking more and more like it will become a reality; Would be fantastic if one of those pieces of what can be provided is TCD colocation; Possible to bypass Conservation Futures and go to HCP funding for easement on that site
- Aslan stated in his other hats, he would not want to do business with TCD right now; War with Staff and Board; TCD is mired down; Need to get our house in order; Need to be doing business instead of wrestling with each other; Plea to us as an entity to get our house in order
- Funding will go to a governing entity that the Economic Development Council (EDC) will set up; EDC will manage funds; Money from State is designated for sewer and water infrastructure; Trans Alta funds can go to many other attached initiatives
- Process just went through on last agenda item (Policy #4.6 Subcontracting Procedures and Bid Threshold): That is Board doing Staff work; Getting in the weeds; Board does not have expertise Staff has; Know Eric & Richard feel strongly it is job of Board to "run the district"; Aslan wants someone to come in and explain that phrase and Board responsibilities; Eric: TCD Board has 2+ Supervisors that have ran businesses extensively and ultimately it is on the Board; Have had Staff lie to us; Board doesn't trust Staff because they have lied in meetings so part of our due diligence to ensure things go well until trust built back; Aslan: Yes. Agreeing to give time to a mediator; Eric has shown proof that there are trust issues but re-creates Staff issues; Does not feel it is consensus of Board; Spend most time on agenda items when a single Board Supervisor has a lot of interest in that item; Eric: Aslan stated that last time, but Eric was just trying to get consensus based on clarity before moving on
- * Mottman Center Lease Agreement
- Kathy provided new lease agreement; 18 month lease at 3% increase; No changes other than dates

Doug moved to approve the Mottman Lease as written. Aslan seconded. No discussion. Vote: All in favor. Motion passed.

C. Rates & Charges Update, Kathy Whalen

- Kathy provided update: BOCC meeting last week went very well with open dialogue throughout; Supportive of TCD and implementation of VSP
- Next step is another briefing scheduled for July 26th; FCS representative will attend as well
- Richard: How long is their presentation? Same as this recent meeting (45 min-1 hour)

371 Richard: Presentation went very well and BOCC receptive 372 * Aslan: Richard did great job of connecting, making it personal, etc. 373 374 13. Roundtable & Adjourn, All 375 A. Update on Treacy Kreger & David Hall Recognition, Ashley McBee Ashley: Plaques ordered; Will check with Sarah to see if appropriate event upcoming outside of board 376 377 meeting to present recognition; Doug: Ask Doug & Treacy if they want to come to meeting or other event: 378 Ask David if he wants to receive steak from Joe Hanna 379 B. November/December Board Meeting Dates, Kathy Whalen 380 * Kathy: Waiting for doodle poll responses from Eric & Richard; Kathy will re-send best dates to Eric & 381 Richard; If none work, will come up with another date 382 • Eric: Might need to have special meeting after findings of investigation 383 Aslan: Any updates from investigator? Doug: Someone suggested contacting Jim Goche; If she does, 384 should also contact Treacy Kreger and David Hall as well * Kathy: WSCC announced end of biennium funding; TCD requested \$7k for job site management tools, 385 386 drone, and tool shed replacement; Discussed additional equipment rental program needs and avenues to 387 fund 388 Aslan provided flyers on internship programs and food safety modernization act workshop 389 390 Aslan moved to adjourn. Richard seconded. 391 392 Respectfully Submitted, 393 394 395

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Eric Johnson, Board Chair