

WILLIAM RAINEY HARPER COLLEGE  
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT #512  
COUNTIES OF COOK, KANE, LAKE, AND McHENRY, STATE OF ILLINOIS

Minutes of the Board Meeting of Wednesday, January 18, 2017

CALL TO ORDER

The regular meeting of the Board of Trustees of Community College District No. 512 was called to order by Chair Dowell on Wednesday, January 17, 2017 at 6:00p.m. in the Wojcik Conference Center (room 214), 1200 W. Algonquin Road, Palatine, Illinois.

Member Stack led the Pledge of Allegiance.

ROLL CALL

Present: Members Greg Dowell, Jim Gallo, Diane Hill, Bill Kelley, Walt Mundt, Nancy Robb, Pat Stack, and Student Member Eric DeBold

Absent: none

Also present: Kenneth Ender, President; Ronald Ally, EVP Finance and Administrative Services; Mike Barzacchini, Director Marketing Services; Patrick Bauer, Chief Information Officer; Bret Bonnsetter, Controller; Laura Brown, Vice President and Chief Advancement Officer; Maria Coons, VP Workforce, Planning and Institutional Effectiveness and Chief of Staff; Brian Knetl, Associate Provost; Darryl Knight, Executive Director Facilities Management; Judy Marwick, Provost; Maria Moten, Assistant Provost; Mark Mrozinski, Executive Dean and Vice President for Workforce and Strategic Alliances; Sheryl Otto, Assistant Provost; Darlene Schlenbecker, Executive Director for Planning, Research and Institutional Effectiveness; Michelé Smith, Associate Provost and Special Assistant to the President for Diversity and Inclusion; Roger Spayer, Chief Human Resources Officer; Jennifer Berne; Kathy Bruce; Atif Bukhari; Orlando Cabrera; Kimberly Chavis; Kathy Coy; Tom Dowd; Amie Grainger; Travaris Harris; Michael Healy; Sunil Koswatta; Rebecca Lake; Paul LeBreck; Kris Piepenburg; Kim Pohl; Kathryn Rogalski; Stuart Schmidt; Evelyn Seiler; Agnieszka Wajda; Randy Walker.

Guests: Phil Gerner, Robbins Schwartz; Tammi Adimi, student; Cary Bez, citizen; Stephen F. Schmidt, citizen; Cindy A. Schmidt, citizen; Maria Wajda, citizen; Robert Wajda, citizen.

AGENDA APPROVAL

Member Hill moved, Member Mundt seconded, approval of the Agenda.

Upon roll call for approval of the Agenda, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

PRESENTATION

Harper College Police  
Department Pinning  
Ceremony

Dr. Ender asked Chief LeBreck to conduct the Harper College Police Pinning Ceremony for two new officers.

Chief LeBreck thanked Dr. Ender and the Board for the opportunity to celebrate the beginning of two law enforcement careers, Stuart Schmidt and Agnieszka Wajda. He explained the history and symbolism of the police badge, representing the trust communities place in officers, the partnership it recognizes, and the responsibility it endows. The badge also represents the commitment to their loved ones, the families of police officers who learn to accept the various shifts that they work, the life interruptions, and the missed family events. So this ceremony celebrates not only the start of two law enforcement careers, but the families that support them throughout their career of public service.

LeBreck gave a brief biography of Officer Stuart Schmidt. Officer Schmidt has been with the Harper College Police for 13 years serving as a community service officer. He completed the basic police officer certification training at the Suburban Law Enforcement Academy in Glen Ellyn December 23, and is now being field trained by a veteran Harper Police training officer. Officer Schmidt received his associate degree from Harper College in Law Enforcement Administration and recently earned a bachelor's degree in Management and Leadership from Judson University. Officer Schmidt's fiancé Cary came forward to pin his police badge on his uniform.

Officer Schmidt shared his appreciation for all the opportunities provided to him and his own contributions to his success. He thanked his family for their support and his fiancé Cary, who has been steadfast through this journey.

Deputy Chief Walker shared a brief biography of Officer Agnieszka Wajda. Officer Wajda came to Chicago with her family from Poland in 2002, and graduated from Steinmetz High School in 2003. She joined the United States Navy and served honorably for five years, having two deployments, one in the Middle East and one in Asia. She briefly attended Robert Morris College, switched to Harper College and received an associate's degree in Criminal Justice, and then transferred to National Louis where she earned a bachelor's degree in Criminal Justice. Officer Wajda joined the Harper Police January 9 of this year. The department is glad to have her and Officer Schmidt as part of the police family and the Harper College family as a whole. Her parents, Robert and Maria Wajda, came forward and pinned her police badge.

Officer Wajda thanked the Board for having this ceremony. She expressed her gratitude in being able to serve at Harper.

STUDENT TRUSTEE  
REPORT

Student Member DeBold reported that the semester has begun. He volunteered at a Welcome Week table, and noticed that more students were asking about student services and resources. He noted some things from the *President's Report* that are also concerns of the student body. The uncertainty about the continuation of DACA and what this means to our undocumented students will continue to be a concern, with many different groups figuring out how to strengthen Harper's commitment to those students and find ways to be there for those students. Another concern is the enrollment challenges related to financing the institution with regard to state funding and how we cannot currently rely on that funding source. On a personal note, DeBold was able to attend President Obama's farewell address and how society needs to not lose sight of what has been accomplished. He announced that the two programs he previously mentioned are getting off the ground. Student Aides as Ambassadors is a Center for Student Involvement outreach initiative, and a presentation is being developed that student aides can give to others. This will start first in student club and organization meetings. The other program is Club Council, modeled after the American University Club Council program; he is partnering Becki Suthers and Dean Travaris Harris on this initiative. The council will bring clubs together for collaboration and support, attending each other's events and providing extra hands to get work done. In the past, different clubs hosted different events that were too similar which resulted in lower turn-out because interest was spread too thin. So this will provide traction for action and better use of available resources.

FACULTY SENATE  
PRESIDENT'S REPORT

Faculty Senate President Dowd added onto what Student Member DeBold had said about state funding concerns: that the State short-changes higher education. The State is in fact starving the higher education system and unfortunately this will have an adverse impact because higher education is what keeps the economic motor in this state going—people with college degrees inventing things or starting new businesses or working for Fortune 500 companies in Chicago. If Illinois doesn't have the ability to develop talent in the State of Illinois, then companies are going to go elsewhere and everyone in the State will be suffering. President Dowd updated the Board on faculty contract negotiations with administration representatives. There were two meetings in December, one to establish the ground rules of negotiation and the other to discuss clean-up language in the existing contract. They hope to proceed with these talks over the next few months and come back with a contract proposal that both the Board and the faculty can agree on.

PRESIDENT'S REPORT

Dr. Ender began his report with an Apprenticeship Program presentation and asked Dr. Mark Mrozinski to provide context.

Apprenticeship Program  
At Harper College

Dr. Mrozinski thanked Dr. Ender and the Board for this opportunity to discuss the Apprenticeship Program. An apprenticeship student summed up what this program is and means at the launch of the most recent cohort at Aon's offices in Chicago, "We already have jobs." All of the students starting their coursework for the apprenticeships were also hired that day by Aon. As with all the apprenticeships, their employer will support them through that Apprenticeship Program. The apprenticeship program provides jobs with career paths and the education to achieve them. He asked Dr. Rebecca Lake, Dean of Workforce and Economic Development, to share how Harper became involved in and now runs an Apprenticeship Program.

Lake shared that the grant for the Registered Apprenticeship Program followed closely behind the Illinois Network for Advanced Manufacturing grant. Harper has a \$2.5 million American Apprenticeship grant and is part of a \$1.3 million state expansion grant, for which it also serves on the Board. A registered apprenticeship program ensures that there's quality education combining on-the-job training with related classroom instruction to prepare that student or apprentice for a high-demand career. Apprentices earn a salary on the job and come to Harper College to learn about a specific career and earn a credential. Harper has four federally registered apprenticeship programs leading to Associate in Applied Science degrees: General Insurance (2-year program) leads to an AAS in Business Administration. Industrial Maintenance Mechanic (3-year program), CNC Precision Machining (3-year program), and Supply Chain Management (2-1/2 year program) each lead to an AAS in Advanced Manufacturing Technology.

The benefits for apprentices include guaranteed employment, zero debt at graduation because the companies pay for their courses, and coordinated college course scheduling, which varies by company. Through Apprenticeship-On-Demand, the scheduling is structured to meet the needs of the company and the students. Benefits for companies include filling identified skills gaps, growing their own talent, increasing employee loyalty and reducing turnover, diversifying the workforce and reducing recruiting costs, ensuring their experts train and mentor the new employees to retain the accumulated knowledge, and putting entry-level employees on a career path. Currently in the program, there are 15 Industrial Maintenance Mechanic and CNC Precision Machining apprentices and there are 36 General Insurance apprentices, for a total of 51. There are 14 companies currently working with our apprentices, 12 advanced manufacturing companies and 2 insurance companies. Those companies are listed in the packet that was shared earlier. For FY 17-18, there will be the 51 current apprentices. Verbal and signed

commitments have been made for 24-30 Industrial Maintenance Mechanics and CNC Precision Machining, 12-15 Supply Chain Management registered apprentices, and 12-16 in General Insurances, totaling 48-61 new apprentices, essentially doubling the program. The first cohort of General Insurance registered apprentices will graduate December 2017. The first Industrial Maintenance Mechanic registered apprentices graduate in May 2018.

The ways this program benefits Harper include assisting Harper to fulfill its mission, contributing to College retention and completion rates, expanding our relationships with area companies, and increasing the number of registered apprenticeships across the country. Lake asked Melissa MacGregor, Grants Manager, to share the student support the program offers.

MacGregor explained that the registered apprenticeship programs have a dedicated person to support students in the program. In the Advanced Manufacturing programs there is a coach that sees each apprentice once a week, and in the General Insurance program they are seen every few weeks. The coach also arranges for tutors as necessary. The success of the program is really beginning to show in that some of the companies have made commitments to hire a second apprentice. MacGregor introduced General Insurance apprentice Tammi Adimi, who MacGregor coached at the beginning of her program.

Adimi shared that she started this program to make a career change because she was seeking greater work-life balance. She applied for the program, went through six interviews, and was hired by Zurich as an apprentice. She has learned a lot about the insurance industry already, and will be well-rounded when she finishes this program. She thinks Harper has done a really great job in supporting the apprentices and listening to their feedback. She has maintained good grades and appreciates the planning that is in place in this program. She is grateful Harper has this apprenticeship program opportunity.

In response to Student Member DeBold, Lake explained that the degree would read AAS Degree in Business Administration or Advanced Manufacturing Technology, and national credentials are built into that degree, as well as a registered apprenticeship program certificate.

Member Gallo asked about expansion into other industries, like printing. Lake noted that the Illinois Banking Association has approached Harper and work has begun on developing that apprenticeship, and retail sales apprenticeships for automobile dealerships are being explored. The apprenticeships are

developed based on identified community need, which are then investigated for program viability.

Lake confirmed Member Kelley's query that all participants in the apprenticeship programs are compensated employees. Dr. Ender noted that it's not an option, that apprenticeship connotes a wage and an education. Mrozinski added that it raises the bar for employer demand, because the employer has some skin in the game; the employers need to be willing to invest in both salary and educational costs. In response to Student Member DeBold, Lake explained that the companies pay \$15,000 per apprenticeship to Harper, which covers all tuition, books, fees, and the fee to register the apprenticeship in the federal Department of Labor database. Lake furthered that salaries are set by the employer and are typically at entry-level pay levels for the positions hired with a pay increase of at least a quarter/hour each year with satisfactory progression in their actual work experience.

In response to Student Member DeBold, Lake related the marketing strategies being used, which include the online Harper page with apprenticeship application, admissions outreach efforts that include sending out an email blast about the apprenticeship opportunity to those students who took a first course in business or in any of the advanced manufacturing areas, an Open House the first Tuesday of every month from 6-7:30pm, speaking at career days in high schools, posters in the high schools, and a breakfast for businesses held twice a year.

Dr. Ender continued his President's Report, acknowledging the remarks of both Student Member DeBold and Professor Dowd with respect to the funding issues that we continue to have and the lack of reliability on state revenue. This administration is committed to reducing the dependency on state revenue over the next several years. He also appreciated the remarks about the DACA issue, both on our campus and nationally. It is something that he has thought a lot about lately—that no child chooses where they are born or their parents.

The College has received notification that Harper is now a member of the Frontier Set grant funded by the Gates Foundation, to discover new ways specifically around digital education, developmental education, and advising and counseling, which are all key priorities in our new strategic plan. It means approximately \$630,000 over the next four years to fund these initiatives. We were selected as one of 12 community colleges who will join 20 other institutions both historically black universities, state institutions, land grant institutions, some state-wide systems, and some regional universities. Most notably Georgia State University and Arizona State University, who have demonstrated effective student success strategies; we will learn a lot from them and

hopefully we'll have a few things to offer them as well. And finally, former Secretary of Education Arne Duncan has accepted Harper's invitation to be the commencement speaker for our Spring commencement, and we will present him with an honorary degree from Harper.

HARPER EMPLOYEE COMMENTS

There were no employee comments.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

Exhibit X-A.8 Room Naming in Recognition of the Rotary Club of Schaumburg-Hoffman Estates was pulled for a separate vote because Member Kelley will be abstaining due to his membership in the Rotary Club of Schaumburg-Hoffman Estates.

Exhibit X-A.9 Approval of the Agreement with Northwest Community Hospital for Capital Funding for the Additional 5,000 Square Feet of Building for the Health Services Center was pulled due to contract delays for legal review and will be presented again at a later Board of Trustees meeting.

Member Kelley moved, Member Stack seconded, approval of the minutes for December 7, 2016 Committee of the Whole meeting and December 14, 2016 Board of Trustees meeting; accounts payable; student disbursements; payroll for November 25, 2016 and December 9, 2016; estimated payroll for December 23, 2016; bid awards; requests for proposals; purchase orders; personnel actions; Board travel; monthly financial statements; Board committee and liaison reports; grants and gifts status report; summary report of items purchased from state contracts, consortiums or cooperatives; as outlined in Exhibits X-A.1 through X-B-4 (attached to the minutes in the Board of Trustees Official Book of Minutes).

Fund Expenditures	Accounts Payable	\$ 4,487,693.12
	Student Disbursements	\$ 134,949.92

The payroll of November 25, 2016 in the amount of \$2,039,103.94; December 9, 2016 in the amount of \$1,981,116.99; and the estimated payroll of December 23, 2016 in the amount of \$2,010,110.47.

Bid Approvals There were no bids for approval.

Request for Proposals There were no requests for proposals.

Purchase Orders Ex. X-A.5.a Approve issuance of a purchase order to Greener Engineering, Inc. for commissioning services for the Building F renovation project, in the amount of

\$72,000.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and is contained in the total Building F Remodeling project budget of \$27,115.000.

- Ex. X-A.5.b Approve a change order to Cannon Design for additional architectural and engineering services for the NCH Health Center in Building M for which NCH will provide funding to Harper College in full, in the amount of \$104,875.00, as provided in the Operations and Maintenance (Restricted) Fund budget, which NCH will fund in full.
- Ex. X-A.5.c Approve issuance of a purchase order to Legat Architects for professional services for the 2017 Building B Boiler Room Improvement Project, in the amount of \$121,057.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and contained within the total project budget of \$1,362,900.
- Ex. X-A.5.d Approve issuance of a purchase order to Legat Architects for professional services for the BEST Lab renovations in Building H, in the amount of \$127,500.00, as provided in the Operations and Maintenance (Restricted) Fund budget, and contained within the project budget of \$1,460,000.
- Ex. X-A.5.e Approve issuance of a purchase order to Grumman/Butkus Associates for professional services for the 2017 utility service tunnel assessment, in the amount of \$31,975.00, as provided in the Operation and Maintenance (Restricted) Fund budget, and contained within the Tunnel Assessment & Feasibility Study project budget of \$200,000.

#### Personnel Actions

##### Faculty Appointment

Rita Gura, Assistant Professor (Physical Therapy), Health Careers,  
02/06/17, \$61,326/year

##### Professional/Technical Appointments

Laurence Matthews, One Stop Advocate, PT, One-Stop Center,  
01/03/17, \$36,298/year

Sarah Nogala, Motorcycle Program Assistant Coordinator, Continuing  
Education, 01/03/17, \$47,000/year (Grant funded)

##### Supervisory/Management Appointments

Michael Vanlandingham, Student Conduct Officer and Outreach Coordinator, Student Affairs, 01/23/17, \$65,731/year  
Robert Grapenthien, Assistant Controller, Accounting Services, 01/11/17, \$112,000/year

Classified Staff Appointments

Thomas Martin, Motorcycle Program Field Coordinator/Mechanic, Continuing Education, 01/04/17, \$36,075/year (Grant funded)  
Pamela Gitta, Administrative Assistant, Grants, Workforce and Economic Development, 01/03/17, \$44,850/year (Grant funded)  
Jacqueline Kramp, Regional Partner Program Specialist, Disability Services, 01/30/17, \$23,000/year  
Cheree Blades, Motorcycle Safety Program Specialist, Continuing Education, 01/17/17, \$33,052/year (Grant funded)

ICOP Appointments

Daniel Kiforiji, Community Service Officer I - Patrol, P/T, Harper College Police Department, 12/12/16, \$21,052/year  
Agnieszka Wajda, Police Officer, Harper College Police Department, 01/09/17, \$41,454/year

IEA/NEA Appointments

Richard Stevens, Groundskeeper, Roads and Grounds, 01/03/17, \$32,178/year  
Mark Chagoya, Custodian, Operations Services, 01/09/17, \$23,296/year

Faculty Separation

Joella Tabaka, Instructor, Health Careers, 01/06/17, 2 years, 5 months

Professional/Technical Separation

Suzanna Laskowski, Instructional Specialist, P/T, Access and Disability Services, 12/12/16, 4 months

Classified Staff Separation

Stephanie Lee, Student Account Representative, P/T, Student Accounts and Receivables, 01/06/17, 3 years 1 month

ICOP Separation

Kevin Stuehler, Community Service Officer II, Harper College Police Department, 12/20/16, 2 years 8 months

Board Travel

Approval of travel related charges for the Board of Trustees, as presented in Exhibit X-A.7. There were no charges for approval this month.

Upon roll call of the Consent Agenda for Approval (without Exhibit X-A.8 and Exhibit X-A.9 which was removed for approval), the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye.

Member Kelley shared that he is currently serving as the president of the Rotary Club of Schaumburg-Hoffman Estates and will be abstaining from voting on this exhibit. Over the past few years this Rotary club has raised some significant funds that are dedicated to non-traditional students, ages 24 and above, who are seeking further education with a focus on certifications. The Rotary Club of Schaumburg-Hoffman Estates has committed \$100,000 to the Harper College Educational Foundation, and plans that this is the first of many. In recognition, the Foundation is naming lab H-146 "The Rotary Club of Schaumburg-Hoffman Estates Crime Lab."

Room Naming in Recognition of the Rotary Club of Schaumburg-Hoffman Estates

Member Gallo moved, Member Robb seconded to approve the recommendation to name the Crime Lab (H-146) the Rotary Club of Schaumburg-Hoffman Estates Crime Lab in recognition of a \$100,000 gift in support of the Rotary Club of Schaumburg-Hoffman Estates Fishing Well Scholarship, as outlined in Exhibit X-A.8.

Upon roll call of the Consent Agenda for Approval, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Mundt, Robb, and Stack.

Nays: None.

Abstention: Member Kelley

Motion carried. Student Member DeBold advisory vote: aye.

Financial Statements

Review of monthly financial statement as outlined in Exhibit X-B.1.

Board Committee Reports

Alumni Liaison Report: There was nothing to report for January.

Foundation Liaison Report: Member Hill reported that since launching the Pavers for Promise program we have generated \$11,850.00 with 48 pavers. As we move into the 50<sup>th</sup> anniversary celebration year (May 2017 – May 2018), staff will be gearing up the awareness and information on the paver availability. Our goal is to have more than 500 pavers sold by May 2018.

The Educational Foundation's Dream Big--Angel Grant program awarded \$25,000 to the first group of entrepreneurs – two local businesses (Brazil Express Grill and Lush Bites) and one start-up company (RCA – a technology company that performs robotic casting of concrete modules) all who have been involved with Harper College Small Business Development Center. The next

round of awards will occur this spring as Harper Students taking entrepreneurial courses will pitch their ideas to a panel of “shark tank” experts.

Two new scholarships have been created. The Albert and Charlotte Aronson Memorial Scholarship was created by Associate Professor Leslye Smith in memory of her parents. The scholarship is for students in the Radiologic Technology Degree program. The Karen Malec Memorial Scholarship was created by Rich Malec in memory of his wife. The scholarship is for a student in the health careers; preference is for single mothers.

ICCTA Liaison Report: Member Kelley reported that he will be attending the Association of Community College Trustees’ National Legislative Summit in Washington, D.C. in February.

Grants and Gifts Status Report

Current status of operational public and private grants to the College, and status of cash donations and in-kind gifts to the Educational Foundation, as outlined in Exhibit X-B.3.

Consortium, Cooperative and State of Illinois Contracts Purchasing Status Report

Review of the monthly Consortium, Cooperative and State of Illinois Contract Purchasing Status Report, as outlined in Exhibit X-B.4.

**NEW BUSINESS**

Public Hearing Concerning The Intent of the Board of Trustees of the District to Sell Not to Exceed \$5,200,000 Funding Bonds

Chair Dowell announced the next agenda item is a public hearing to receive public comments on the proposal to sell General Obligation Limited Tax Funding Bonds in an amount not to exceed \$5,200,000 for the purpose of paying claims against the District, the same being the District’s Series 2016 debt certificates, the proceeds of which are being used for capital projects. All persons desiring to be heard have an opportunity to present written or oral testimony.

Member Robb moved, Member Hill seconded, to move into the public hearing at 6:51 p.m.  
In a voice vote, the motion carried.

Chair Dowell stated that the College will be issuing General Obligation Limited Tax Bonds in an amount not to exceed \$5,200,000 as funding bonds to pay for campus capital improvements. The issuance of the Bonds is in keeping with the College’s plan to issue Limited Tax Bonds every two years to pay for similar expenses and to retire the bonds very quickly – within three years.

Chair Dowell asked for Board comment, written testimony and public comment, of which there was none. He then announced that all persons desiring to be heard have been given an

opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds. None was received.

Member Kelley moved, Member Robb seconded, to adjourn the hearing and resume the Board meeting at 6:53 p.m.  
In a voice vote, the motion carried.

Member Hill moved, Member Mundt seconded, to approve the public hearing regarding the issuance of funding bonds in the amount not to exceed \$5,200,000, as outlined in Exhibit XI-A (attached to the minutes in the Board of Trustees' Official Book of Minutes).

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye

#### ANNOUNCEMENTS

##### BY CHAIR

Communications

There were no communications

Calendar Dates

Calendar dates are printed on the Agenda for Board information. The next Committee of the Whole Meeting will be Wednesday, February 8, 2017 at 5:00 p.m. in W-216. The next Board of Trustees Meeting will be Wednesday, February 15, 2017 at 6:00 p.m. in W-214.

#### OTHER BUSINESS

Member Stack motioned, Member Gallo seconded, to enter closed session to discuss collective bargaining at 6:53 p.m.

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye.

Member Robb motioned, Member Gallo seconded, to adjourn the closed session and re-enter the regular Board meeting at 8:40 p.m.

Upon roll call, the vote was as follows:

Ayes: Members Dowell, Gallo, Hill, Kelley, Mundt, Robb, and Stack.

Nays: None.

Motion carried. Student Member DeBold advisory vote: aye.

#### ADJOURNMENT

Member Stack moved, Member Mundt seconded, to adjourn to adjourn the meeting.

In a voice vote, the motion carried at 8:41 p.m.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary