

**BREVARD COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
MEETING**

June 21, 1999  
3:00 P.M.

Rm. #168, Perf. Arts Center  
Melbourne Campus

**PRESENT:** Betts O. Silvernail, Vice-Chairman; James W. Handley, Mr. Eugene C. Johnson, Mrs. Miriam E. Martinez, Dr. Alexandra M. Penn Williams, Joe D. Matheny, Attorney; Thomas E. Gamble, Secretary

**1. CALL TO ORDER:**

Mrs. Silvernail, Vice Chair, called the meeting to order.

a. Reorganization of the District Board of Trustees

The gavel was passed to Dr. Gamble and he asked for nominations for the position of Chairman of Brevard Community College District Board of Trustees.

Mrs. Silvernail was nominated by Mrs. Martinez and Mr. Johnson was nominated by Dr. Penn Williams as Chairman for the Board of Trustees. Dr. Gamble called for a vote by a show of hands. Those voting in favor of Trustee Silvernail - Martinez, Silvernail; those in favor of Trustee Johnson - Penn Williams, Handley, Johnson. Mr. Johnson was selected as Chairman of the Board by a 3-2 vote.

Mr. Johnson nominated Mrs. Silvernail as Vice-Chair for the Board of Trustees. Dr. Penn Williams seconded the nomination. All those voting in favor of the motion - Johnson, Penn Williams, Handley, Martinez, Silvernail; opposed - none. Motion unanimously approved.

Dr. Gamble relinquished the Chair to Mr. Johnson.

It was the consensus of the Board to conduct the regular Board of Trustee meetings on the third Monday of each month at 4:00 p.m. alternating among the Titusville, Cocoa, Melbourne and Palm Bay campuses.

Dr. Gamble reported rotating the meetings to each of the four campuses would increase the access to the public; provide an expanded opportunity for faculty, staff and students at those campuses to attend a Board meeting; and provide the opportunity for those campuses to highlight activities.

**2. APPROVAL OF THE OFFICIAL MINUTES OF PREVIOUS MEETINGS:**

a. Minutes - Board of Trustees Meeting - May 17, 1999

Mrs. Martinez moved approval of the minutes of the Board of Trustees meeting of May 17, 1999.

Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Handley, Martinez, Silvernail, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

**3. COMMUNICATIONS:**

a. Report on Child Development Centers - Mrs. Candelora

Mrs. Victoria Candelora, Coordinator of the Child Care Centers, gave a report on the Child Development Centers of the college. She reported the academic program offers a Vocational Certificate in Early Childhood Education, a College Credit Certificate in Child Development Early Intervention and an A.S. degree in Child Development and Education. Child Development Centers and lab sites for student teachers are the Cocoa, Melbourne, Melbourne/Harris and Titusville centers. Mrs. Candelora reported on the Pre-K Early Intervention Grant program. She expressed concern over the large staff turnover for 1998-99 and stated at exit interviews each teacher was asked why they were leaving and it was due to low pay and lack of benefits. Mrs. Candelora reported on the proposed increase in tuition based on a community survey which revealed that tuition at BCC was well below the community. An increase in tuition would close the gap, provide more scholarships for BCC students, and increase the hourly wages for preschool teachers. Mrs. Candelora answered questions presented by the Board of Trustee members. Dr. Gamble reported the college staff has reviewed the rates which are being charged and found that BCC-s rates significantly below the average community rate. At the same time, the curriculum offered in the college programs is more of a lab school orientation and offers more than a typical child care

facility provides. The potential of providing scholarships to those students and families with a particular financial need is being considered with the proposed fee increase. Dr. Penn Williams commended the BCC Child Development Program.

**4. CITIZEN-S PRESENTATION:**

None

**5. CONSTRUCTION & DEVELOPMENT:**

a. Approval of Bid - Phase II - Library/Science Bldg. - Palm Bay Campus Expansion Project (Addendum)

Mr. Little reported on the bid for the library/classroom at the Palm Bay Campus. In response to advertising, the college received six bids all of which appeared to meet the minimum qualifications. The low bid for the construction project was from W & J Construction with a bid of \$8,682,100. Mr. Matheny has reviewed the bid materials and has confirmed that everything appears to be in order. The College has received a number of good recommendations on the work of W & J Construction. Mr. Little recommended approval of the award of low bid to W & J Construction and request the authorization for Mr. Matheny to prepare a contract based on the bid.

Mrs. Silvernail moved approval of the award of low bid in the amount of \$8,682,100 to W & J Construction for the Phase II construction at the Palm Bay Campus and to authorize Mr. Matheny to prepare a contract based on the bid. Mr. Handley seconded the motion. All those voting in favor of the motion - Silvernail, Handley, Martinez, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

b. Discussion of YMCA Project - Palm Bay Campus - Dr. Gamble

Dr. Gamble reported he has received inquiries from the YMCA to utilize eight to ten acres of BCC land on the Palm Bay Campus adjacent to where the community swimming pool is scheduled to be located. The intent is to have a joint-use facility whereby the College would be able to teach courses in the YMCA facility and the YMCA would utilize the community swimming pool to offer swimming

components of their program. This would be a three-party agreement. In terms of construction there would be no College monies involved. The only college involvement would be the provision of land. Dr. Gamble requested that the Board consider approving the concept and that a formal proposal would be brought to the Board for review. Dr. Gamble reported the YMCA is County-wide. Mr. Johnson suggested having a representative from the YMCA at a future Board of Trustee meeting with a formal proposal. It was the consensus of the Board to proceed with the preparation of a formal proposal.

**6. OLD BUSINESS:**

a. Report on Pending Legal Actions (Addendum)

(1) Danforth Case

Mr. Matheny reported a settlement offer has been received and will hopefully come back to the Board next month with a firm settlement.

(2) Creel Case

Mr. Matheny reported under Chapter 120 of the Florida Statutes an employee who is terminated is entitled, under certain circumstances, to a hearing. The Board can conduct the hearing in several ways. It can hear the case as a whole or appoint a Board member or Board members to hear the case; a qualified person can hear the case; or finally, and his recommendation, is that the Division of Administrative Hearings (DOAH) in Tallahassee can hear the case. The DOAH would hear the case and make a recommendation to the college Board which would then decide the final outcome. Mr. Matheny reported the Board is not bound to accept the Division of Administrative Hearings' recommendation, but the findings of fact that DOAH generates is binding on the Board. The Board, therefore, would have to show good cause to go outside the findings of fact. Mr. Matheny recommended that the Board approve transferring the case to DOAH for processing.

Dr. Penn Williams moved approval to transfer the Creel case to the DOAH for processing. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Penn Williams, Silvernail, Martinez, Handley, Johnson; opposed - none. Motion unanimously approved.

(3) Sale of Property to Habitat for Humanity (Addendum)

Mr. Matheny reported the Board at a past meeting had approved the selling of property located on Ruth Street in the amount of \$16,500.00 to Habitat for Humanity. Mr. Matheny reported the sale is about to close on the property.

b. Approval of College Policies (2nd reading) - Dr. Gamble (Addendum)

Dr. Gamble reported in changing or creating policy there has to be two readings of the policy. If the policy is acceptable at the second reading, the motion of the Board to approve the policy at that point places the policy into effect. Two policies are being presented to the Board - 200.06, Account Writeoffs and 200.07, Florida Academic Improvement Trust Fund. Dr. Gamble recommended approval of the policies as presented.

(1) #200.06 - Account Writeoffs

Mr. Matheny reported the college-s funding is contingent to some extent on the efforts made to collect delinquent accounts and could be in jeopardy if the college did not try to collect. Mr. Cherry reviewed the process for collecting outstanding tuition balances. Mr. Cherry answered questions from the Board of Trustee members.

Mrs. Martinez moved approval of Policy #200.06, Account Writeoffs. Mr. Handley seconded the motion. All those voting in favor of the motion - Martinez, Handley, Penn Williams, Silvernail, Johnson; opposed - none. Motion unanimously approved.

(2) #200.07 - Florida Academic Improvement Trust Fund (Addendum)

Mr. Little reported the Florida Academic Improvement Trust Fund (FAITF) is a state fund that is available for matching of private donations received by the foundations. The foundations hold the funds and receive the matching funds. Funds can only be spent in accordance with the policy set by the Board of Trustees. Policy #200.07 outlines the types of expenditures authorized for use of the FAITF.

Mrs. Martinez moved approval of Policy #200.07, Florida Academic Improvement Trust Fund. Mr. Handley seconded the motion. All those voting in favor of the motion - Martinez, Handley, Penn Williams, Silvernail, Johnson; opposed - none. Motion unanimously approved.

7. **NEW BUSINESS:**

a. Personnel Actions - Mr. Lawton (Addendum)

Mr. Lawton reported the Personnel Actions include reappointments and include salary adjustments for certain faculty members. Mr. Lawton reported last year when the contract was approved a grid was prepared for salaries and provisions were made for anyone who disagreed with their placement on the matrix that the college would entertain an audit research and negotiate for a settlement. The salary adjustments are the result of this request. Mr. Lawton reported the administrative area career service reappointments (wage/hour) and professional/managerial reappointments are included and include a few salary adjustments along with the five percent across the board salary increase. Also, in the Personnel Actions there is one salary which was reduced to bring the salary more in line with the position. Mr. Lawton reviewed the process utilized to prepare the Personnel Actions offered to provide a detailed salary adjustment list, and answered questions presented by the Board of Trustees. Dr. Gamble reported that even with the salary adjustments, BCC is below state averages for salaries and discussed a compression problem with faculty members= salaries. Dr. Gamble recommended approval of the Personnel Actions.

Mr. Handley moved approval of the Personnel Actions.  
Mrs. Martinez seconded the motion. All those voting in favor of the motion - Silvernail, Handley, Martinez, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

b. Appointment of Brevard Teaching & Research Labs Board of Directors - Dr. Gamble (Addendum)

Dr. Gamble discussed appointment procedures for the recommendations to the Brevard Teaching and Research Labs Board of Directors and asked if the Board of Trustee members had any individuals to recommend. Mrs. Silvernail suggested

each of the Board member representatives should take an initiative to ensure that the bylaws and articles of incorporation are complete. Dr. Gamble proposed a workshop be conducted this fall on direct support organizations. Dr. Gamble recommended approval of appointments of Mr. Matt Conroy, Mr. Ben Jeffries, Mr. Gary Nungesser and Mrs. Cheryl Smith to serve on the Brevard Teaching and Research Labs (BTRL) Board of Directors.

Mrs. Silvernail moved approval of the appointments of Mr. Conroy, Mr. Jeffries, Mr. Nungesser and Mrs. Smith to the BTRL Board of Directors. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Martinez, Silvernail, Penn Williams, Handley, Johnson; opposed - none. Motion unanimously approved.

c. Direct Support Organizations - Mr. Little (Addendum)

Mr. Little reported last year the legislature added a direct support organization requirement to Board of Trustee responsibilities. This review includes the audits, IRS returns, and any inter-DSO transactions. During the past year the college has brought to the Board a number of those required items and the information today is a follow-up on the remaining items which need to be brought before the Board. Mr. Little reported acceptance or approval is required of certain direct support organization items to meet criteria as outlined by Florida Statutes.

(1) Acceptance of Audits, Year Ending 1998 for the BCC Foundation, Inc. and the Florida Education and Research Foundation

Mr. Little reviewed the audits and answered questions presented by the Board. Mr. Johnson, Chairman, acknowledged receipt of the Audits, year ending 1998, for the BCC Foundation, Inc. and the Florida Education and Research Foundation. Mr. Little reported that these audits are forwarded to the Auditor General's Office as well as the Division of Community Colleges.

(2) Acceptance of IRS Forms for DSO-s

Mr. Little reported the IRS forms for the direct support organizations are required to be presented to the Board of Trustees. Mr. Little answered questions presented by the Board of Trustees. Mr. Johnson, Chairman, acknowledged receipt of the IRS Forms for DSO-s.

(3) Approval of Annual Report of Conditions for DSO-s

Mr. Little reported the Annual Report of Conditions for Direct Support Organizations is a summary of items brought before the Board for approval during the year. Mr. Little provided a history on the DSO Task Group and the preparation of a common template for bylaws and article of incorporation. Dr. Kaliszkeski reported on the action taken by the first DSO Task Group. In addition, a committee was formed at that time to address the bond issue which resulted in the agreement with Midwest Research Institute. Dr. Gamble reported he planned to convene a group to address the Midwest Research Institute agreement. Dr. Gamble reported the DSO Task Group will be reappointed today by the Board to continue the process of improving and implementing recommendations. Mrs. Martinez requested that additional information be provided to the Board of Trustee members pertaining to the bylaws for each DSO. Mr. Little recommended approval of the Annual Report of Conditions for DSO-s.

Mr. Handley moved approval of the Annual Report of Conditions for DSO-s. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Handley, Penn Williams, Martinez, Silvernail, Johnson; opposed - none. Motion unanimously approved.

(4) Approval/Confirmation of the Board of Directors for the BCC Foundation, Inc., the Cocoa Village Playhouse and the King Center for the Performing Arts

Dr. Gamble recommended approval and/or confirmation of the Board of Directors for the BCC Foundation, Inc., the Cocoa Village Playhouse and the King Center for the Performing Arts.

Mrs. Silvernail moved approval/confirmation of the Board of Directors for the BCC Foundation, Inc., the Cocoa Village Playhouse and the King Center for the Performing Arts. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Silvernail, Martinez, Penn Williams, Handley, Johnson; opposed - none. Motion unanimously approved.

(5) Approval of DSO Task Group Committee

Dr. Gamble reported the Report of the Task Group indicated that its existence should continue and there has not been a reappointment of the group. Dr. Gamble recommended the DSO Task Group be appointed as presented.

Mrs. Silvernail moved approval of the reappointment of the DSO Task Group. Mr. Handley seconded the motion. All those voting in favor of the motion - Silvernail, Handley, Martinez, Penn Williams, Johnson; opposed - none. Motion unanimously approved.

Mrs. Martinez moved approval that the motion include that the Board task the DSO Task Group to implement the recommendations provided in the Report of the DSO Task Group. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Martinez, Penn Williams, Handley, Silvernail, Johnson; opposed - none. Motion unanimously approved.

d. Approval of College Memberships - Dr. Gamble (Addendum)

Dr. Gamble reported it is a Board of Trustee policy that all memberships in the amount of \$1,000 or more be brought before the Board for approval and reviewed the memberships. Mr. Johnson requested that Dr. Gamble provide a brief explanation of each of the memberships at the July meeting. Dr. Gamble reported he will provide information to the Board on the benefits of the memberships or if they are mandated by grants. Dr. Gamble recommended approval of the memberships as presented.

Mr. Handley moved approval of the memberships in excess of \$1,000 with the understanding that Dr. Gamble will review and submit only those memberships which are justified. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Handley, Silvernail, Penn Williams, Martinez, Johnson; opposed - none. Motion unanimously approved.

e. Conflict of Interest

Mrs. Silvernail reported she is employed by A.G. Edwards & Sons and as a

brokerage firm they are highly regulated. The Compliance Department wanted to ensure that she made the Board of Trustees aware that in the event of a conflict of interest she would abstain from any discussion or voting. BCC does have an A.G. Edwards account with the Merritt Island office. Mrs. Silvernail stated she would never receive any compensation in regard to any BCC account at A.G. Edwards.

Mr. Matheny reported he is drafting a letter to Mrs. Silvernail to the effect that her employment does not prohibit her from serving on the Board of Trustees, nor does it prevent the college from doing business with A.G. Edwards & Sons.

f. Approval of Proposed College Employees Insurance Plan - Mr. Lawton/Mr. Little (Addendum)

Mr. Robert Lawton, Associate Vice President of Human Resources, reviewed the material regarding the proposed college employees insurance plan and recognized Mr. Al Little, Vice President of Business/Finance and the College Insurance Committee for their assistance with the preparation of the recommended insurance benefits package. Mr. Lawton reported on the history of employee insurance at the college. This year due to a breakdown of networks and other situations, the Insurance Committee evaluated alternatives to the self-insured program and is recommending abandoning the complex self-insurance option in favor of a more streamlined approach that contains costs while providing the optimum services available consistent with the college's health claims history and past policy. In addition, the Insurance Committee recommends that the opt-out provision not be offered to any new employee hired or otherwise attaining eligibility after June 30, 1999. For all currently eligible employees the Committee recommends that the opt-out provision be discontinued effective January 1, 2001. The current opt-out provision increases available plan rates for all participants and renders the college ineligible to participate in the health plans offered by the Florida Community Colleges Risk Management Consortium. Mr. Lawton reported the College plans to try to join the consortium at a later date once BCC can be accepted. At the present time, 24 of the state's community colleges belong to the consortium and it was felt that the insurance cost would be reduced by belonging to the consortium.

Dr. Penn Williams asked what the dollar savings would be to the college if it joined the consortium. She felt it important that the Board members be provided with more detailed information. Mr. Little reviewed several factors which would be involved with determining the cost savings. Mr. Aldridge reported on the Insurance Committee's decision to recommend that the opt-out benefit be discontinued and that even if the college did not join the consortium that the

employees would be able to obtain better rates as everyone would be in the plan. Mr. Handley requested the number of those employees opting out of insurance that are opting out as their spouses have insurance coverage and they do not need it as opposed to those opting out to receive extra funds. Dr. Gamble reported Wuesthoff Hospital is not listed as a provider for the recommended insurance carrier since Wuesthoff has made the decision that they will not be a member of any plan involved with Health First. Mrs. Ferguson reported several insurance meetings will be conducted on each campus with employees to review and explain the new benefits. Mrs. Silvernail asked if employees were aware of the 403(b) benefit and suggested that meetings be held at some future time to explain this benefit in more detail to staff. Mrs. Ferguson reported employees are aware of this benefit. Dr. Gamble recommended approval of the recommendations of the College Insurance Committee.

Mrs. Martinez moved approval of the Insurance Committee recommendations as presented. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Martinez, Silvernail, Penn Williams, Handley, Johnson; opposed - none. Motion unanimously approved.

g. Acceptance of Annual Safety Discrepancy Report - Mr. Little (Addendum)

Mr. Little reported the college is required each year to complete a safety inspection of all the campuses. Mr. Little introduced Mr. Craig Carman, Director of Collegewide Safety and Security, who reviewed the Annual Safety Discrepancy Report and stated that each discrepancy is followed up with a work order for necessary corrections and/or repairs. Mr. Carman reported this report is a comprehensive examination of every facility. Mr. Carman reported as the new Director of Collegewide Safety and Security his responsibilities include keeping the college in compliance with the changing rules and regulations and to update the current safety procedures to standard. In addition, Mr. Carman files all of the appropriate safety reports with state and federal agencies. Each Campus President is responsible for security on their respective campuses. In the area of security, Mr. Carman reported, the goal is to ensure that all of the campuses perform their security functions uniformly. Mr. Johnson acknowledged receipt of the Annual Safety Discrepancy Report.

**8. FINANCIAL ACTIONS:**

- a. Acknowledgment - Monthly Financial Summary - May 1999 - Mr. Little  
(Addendum)

Mr. Little reviewed the financial summary for May 1999 and stated the college is having a good financial year. The Board of Trustees will receive a complete budget in their August Board packets. Mr. Johnson acknowledged receipt of the May Monthly Financial Summary.

- b. Approval of Proposed Student Fee Increases - Mr. Little (Addendum)

Mr. Little reported the proposed student fee increase was presented at the Board Budget Workshop and is a reflection of increases approved by the legislature. Mr. Little reported the recommended in-state tuition credit fee increase is from \$42.00 to \$45.00 per credit hour and the in-state vocational recommendation is from \$28.00 per credit hour to \$38.00 per credit hour. The out-of-state fee credit increase recommendation is from \$150.00 to \$164.00 per credit hour and out-of-state vocational tuition recommendation is from \$173.00 to \$178.50 per credit hour.

Mrs. Silvernail moved approval of the student fee increases as presented. Dr. Penn Williams seconded the motion. All those voting in favor of the motion - Silvernail, Penn Williams, Handley, Martinez, Johnson; opposed - none. Motion unanimously approved.

- c. Approval of College Budget, 1999-2000 & Master Grade/Salary Schedule - Mr. Little/Mr. Lawton (Addendum)

Dr. Gamble reported the budget was inclusive of the revised Master Grade/Salary Schedule. Mr. Little reported the faculty contract has not yet been negotiated, however, it will be factored into the budget and once the contract is approved he will provide the information to the Board. Dr. Penn Williams requested budgetary information pertaining to all departments which would include salaries, equipment, supplies, and material breakdowns. Dr. Gamble recommended the Board members meet with Mr. Little to review this information as it is quite detailed. A workshop could be held if the Board desired to review budget material and request specific budget information to have provided in Board packets. Mr. Little suggested, in order to provide a budget comparison figure

adding a column to the monthly summary report which would show last year's total expenditure in each area listed. Dr. Gamble recommended approval of the College Budget, 1999-2000 & the Master Grade/Salary Schedule.

Mrs. Martinez moved approval of the College Budget, 1999-2000 & the Master Grade/Salary Schedule. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Martinez, Silvernail, Penn Williams, Handley, Johnson; opposed - none. Motion unanimously approved.

d. Approval of Write-Offs of Uncollectible Accounts - Mr. Cherry (Addendum)

Mr. Mark Cherry, Associate Vice President for Accounting, reviewed the write-offs of uncollectible accounts which he stated was an accounting transaction. Dr. Gamble recommended approval of Write-Offs of Uncollectible Accounts.

Mr. Handley moved approval of the Write-Offs of Uncollectible Accounts as presented. Mrs. Martinez seconded the motion. All those voting in favor of the motion - Handley, Martinez, Penn Williams, Silvernail, Johnson; opposed - none. Motion unanimously approved.

e. Approval of Expenditure from Allied Health Challenge Grant - Mr. Gilfilen (Addendum)

Mr. Gilfilen reported the approval of the expenditure from the Allied Health Challenge Grant is being requested to support the upcoming March 2000 International Human Patient Simulator Symposium. Dr. Gamble recommended approval of the \$25,000 expenditure from the Allied Health Challenge Grant.

Dr. Penn Williams moved approval of the \$25,000 expenditure from the Allied Health Challenge Grant. Mrs. Silvernail seconded the motion. All those voting in favor of the motion - Penn Williams, Silvernail, Martinez, Handley, Johnson; opposed - none. Motion unanimously approved.

**9. INTERNAL AUDITOR-S REPORT:**

a. Approval of Audit Schedule, 1999-2000 (Addendum)

Mr. Raphael reviewed the proposed Audit Schedule, 1999-2000 which included requests of the Board of Trustees and the District President, as well as audits of revenues and expenses as permitted by the Management and Operating Agreement of the Midwest Research Institute, the Brevard County Fair and other internal audits.

Mrs. Martinez moved approval of the Internal Audit Schedule, 1999-2000. Mr. Handley seconded the motion. All those voting in favor of the motion - Martinez, Handley, Penn Williams, Silvernail, Johnson; opposed - none. Motion unanimously approved.

**10. REPORT OF THE DISTRICT PRESIDENT:**

a. Invitation to the Board

Dr. Gamble reported a memorandum was received from the State Board of Community Colleges inviting Board members to attend the orientation meeting for the State Board of Community Colleges members on July 9, 1999. Dr. Gamble reported more important for the Board members is the upcoming orientation meeting for new Board of Trustee members scheduled in the fall.

b. Interview - WFIT

Dr. Gamble reported he provided a copy of the audio tape of his interview with WFIT.

c. Workshops

Dr. Gamble reported there are no set requirements for workshops, however, he provided a list of proposed workshops to the Board for their consideration. He encouraged input from the Board on workshops they would like conducted. Dr. Gamble reported one workshop he recommended is a joint workshop with the Student Government representatives and the Board of Trustees to be held on a Friday afternoon with a retreat for the Board of Trustees to be held the following Saturday.

d. Fact Book

Dr. Gamble reported a copy of the State generated Fact Book has been provided to the Board of Trustee members which shows a comparison of BCC to the other 27 state community colleges.

e. Press Releases

Dr. Gamble asked for feedback on the receipt of press releases by the Board and if they found them useful. It was the consensus of the Board to continue the receipt of the press releases.

10. ADJOURNMENT:

There being no further business to come before the Board, the meeting adjourned at 6:40 p.m.

**APPROVED:** \_\_\_\_\_  
**Chairman, District Board of Trustees**

**APPROVED:** \_\_\_\_\_  
**Secretary, District Board of Trustees**