

**Minutes**  
Committee of the Whole  
July 13, 2009

The Penn Manor School Board met in Executive Session beginning at 5:45 p.m. for the discussion of student, legal and personnel matters, and the Superintendent's evaluation. The Executive Session adjourned at 6:55 p.m.

The Penn Manor School Board met as a Committee of the Whole at 7:05 p.m. in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr. The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Herr, Mr. Hoke, Mr. Long, Mr. Rintz, and Mrs. Wert. Mr. Schlotzhauer was absent. Present from the administrative staff were Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were Mrs. Vicki Hallock, Mr. Denny Coleman, Mrs. Sarah Lupinacci, Mr. Mark Huber, Mr. John Hogan, Mrs. Amy Wall, and Mrs. Rhoades. Mrs. Howard was absent.

Mr. Herr announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, August 10 at 7:00 p.m. in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. There were none at this time.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the June 8, 2009, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Rintz, a second by Mr. Hoke and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter introduced Mr. Mark Huber and Mr. John Hogan from David Miller Associates. Mr. Huber updated the board on the progress of the Funk Farm Development and changes since the development was presented to the board in February. Board members asked Mr. Huber and Mr. Hogan questions regarding the development but had no concerns in addition to those communicated by Mr. Stewart in a letter dated February 3, 2009.

Mr. Skrocki and Mr. Coleman updated the board on the Martic Elementary School renovation project. Mr. Skrocki said that the building is scheduled by contract to be substantially complete on August 1. He also announced that the tentative date for the Martic Open House and rededication will be on Wednesday, September 2 at 6:00 p.m. Pictures of the renovated exterior and interior of Martic Elementary were presented. Mr. Coleman discussed the advantages of a single prime contractor for the Martic project. Mr. Skrocki compared the advantages and disadvantages of single prime and multiple prime contractors. He said that by the end of August a single or multiple prime contractor recommendation will be presented to the board for the Central Manor project. Board members asked questions for clarification.

Ms. Pollock reported on the year long professional development for the district administrative team and the two day summer retreat facilitated by Cindy Burkhart, IU Executive Director, and Pam McCartney at no cost to the district. She explained the goals of the administrative

retreat. Mrs. Hallock reported on how the goals from the retreat will be implemented with the staff in the buildings during the 2009-2010 school year.

Mr. Johnston updated the board on the latest developments with the Lancaster County Tax Collection Bureau. He reported that the resolution naming the LCTCB as the Tax Collection Committee failed. He reviewed the process for the appointment of delegates to the Tax Collection Committee.

Mr. Johnston explained the renewal of the parameters resolution for the termination of the 2004 Swaption. He recommended approval for placement of the Swap resolution on the board agenda. Approval for placement of this item on the board agenda was approved on a motion by Mrs. Wert and seconded by Mr. DeLuca. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

Dr. Leichter presented the request for proposal for legal services for placement on board agenda. He reviewed the timeline for the project and asked for a board member to serve on the committee. Dr. Frerichs, Mr. Hoke and Mr. Rintz volunteered to serve on the committee to review the proposals. Questions were asked for clarification and discussion ensued. Approval for placement of this item, as amended, on the board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Long. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

Mr. Johnston explained the proposed EasyProcure Program that would replace the district current procurement cards. The program will allow for rebates to the district based upon overall usage of the program. The program is sponsored by PASBO and currently 88 school districts are enrolled in the program. Questions were asked by board members. Approval for placement of the EasyProcure Program resolution on the board agenda was approved on a motion by Mrs. Wert and seconded by Dr. Frerichs. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

Dr. Leichter announced that the 2009 PSBA School Leadership Conference will be held in October. He asked for volunteers for voting delegates for the conference. Dr. Frerichs, Mr. Herr and Mr. Rintz volunteered to serve as voting delegates. Approval for placement of this item on the board agenda was approved on a motion by Mr. DeLuca and seconded by Dr. Frerichs. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

Mr. Johnston explained that the Federal Stimulus allocations were not part of the budget passed in June. He presented for approval for placement of additional stimulus funding on the agenda. Questions were asked by board members for clarification. Approval for placement of this item on the board agenda was approved on a motion by Mrs. Friedman and seconded by Dr. Frerichs. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

An update of the support staff sick bank, created in August 2007, was provided by Mr. Johnston. Mr. Johnston provided a summary of the sick bank and the process for granting sick bank days for the 2008-2009 school year.

Dr. Leichter reported on a recent letter from Turkey Hill requesting a contract extension at the commercial triangle. Mr. Skrocki explained the details of the request from Turkey Hill for the district to share in the development costs of the commercial triangle.

Dr. Leichter presented the Millersville University Stadium and Pool agreement for a 10 year renewal of the lease. Approval for placement of this item on the board agenda was approved on a motion by Mrs. Friedman and seconded by Mr. Rintz. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

Mr. Skrocki provided an update on the road improvements that were required as part of the Comet Field turf project land development plan. The school district was required to widen the road, install curbing along the road, install a walking path and make an additional turn lane at the southern entrance. He also explained that 7 utility poles will need to be relocated. Questions were asked by board members. Approval for placement of the construction bidding services contract and the relocation utility poles on the board agenda was approved on a motion by Mr. DeLuca and seconded by Mrs. Wert. The following vote was taken on this motion: Mr. DeLuca, yes; Dr. Frerichs, yes; Mrs. Friedman, yes; Mr. Herr, yes; Mr. Hoke, yes; Mr. Long, yes; Mr. Rintz, yes; Mr. Schlotzhauer, absent; and Mrs. Wert, yes.

The Committee of the Whole adjourned at 9:01 p.m. on a motion by Mr. Long a second by Mr. Rintz, and a unanimous voice vote.

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C. Willis Herr, President

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Paula E. Howard, Secretary

MINUTES  
Penn Manor Board of School Directors  
July 13, 2009

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Board Room at Manor Middle School. The meeting was called to order by Board President, Mr. C. Willis Herr at 9:02 p.m.

The following members were present: Mr. DeLuca, Dr. Frerichs, Mrs. Friedman, Mr. Herr, Mr. Hoke, Mr. Long, Mr. Rintz, and Mrs. Wert. Mr. Schlotzhauer was absent. Present from the administrative staff were Mr. Johnston, Dr. Leichliter, Ms. Pollock and Mr. Skrocki. Also in attendance were Mrs. Sarah Lupinacci, Mrs. Amy Wall, and Mrs. Rhoades. Mrs. Howard was absent.

Mr. Herr announced that the next scheduled meeting will be held on Monday, August 10, 2009, following the Committee of the Whole Meeting in the Board Room of the Manor Middle School.

Mr. Herr asked if there were any Citizen's Comments. There were none at this time.

Mr. Herr asked the committee whether there were any additions or corrections to the Minutes of the June 8, 2009 School Board Meeting. Hearing none, on a motion by Dr. Frerichs a second by Mr. DeLuca and a unanimous voice vote, the Minutes were approved as printed.

Dr. Leichliter reported on student accomplishments, the Safe Schools grant, the summer work week pilot and the summer break program. He congratulated Dr. Frerichs on his recent election as President of the IU 13 board.

Mr. Johnston reviewed the items presented for payment for June 2009. It was moved by Mrs. Friedman and seconded by Mr. Rintz to approve to authorize payment of bills in the amounts of \$7,211,418.34 dated 6/1/09, \$361,479.79 dated 6/3/09, \$260,953.71 dated 6/4/09, \$640,334.90 dated 6/17/09, \$729,720.16 dated 6/19/09, \$159,843.80 dated 6/25/09, and \$261,026.99 dated 6/30/09 for a total of \$9,624,777.69 from the General Fund; \$82,807.49 dated 6/2/09, \$116,171.02 dated 6/11/09, and \$109,709.87 dated 6/30/09 for a total of \$308,688.38 from the Cafeteria Fund; \$1,488.00 dated 6/9/09, and \$826.80 dated 6/23/09 for a total of \$2,314.80 from the Capital Reserve Fund; \$7,690.00 dated 6/1/09, \$666,588.68 dated 6/9/09, \$1,000.00 dated 6/17/09, and \$570.00 dated 6/23/09 for a total of \$675,848.68 from the 2006 Construction Fund; and payroll in the amounts of \$810,243.01 dated 6/3/09, and \$860,973.75 dated 6/17/09, for a total of \$1,624,083.81. The following roll call vote was taken on this motion: Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent and Donna J. Wert, yes

The July 13, 2009 School Board Meeting Agenda was reviewed.

**Item 2 A – H:****Consent Agenda for the Committee of the Whole Meetings**

- A. Resolution Authorizing Termination of the 2004 Swaption – The committee is recommending approval of the attached resolution dealing with the termination parameters for the 2004 Swaption effective through 6/30/2010 (see pages 7 – 8).
- B. Approval to Advertise for Proposals - Legal Services – The committee is recommending the approval to advertise for proposals for district legal services (see pages 9 – 10).
- Explanation: The current contract for legal services expires in December. A Request for Proposals will be published to solicit firms interested in serving as District Solicitor. This resolution will authorize the administration to advertise the RFP presented this evening. A committee appointed by the School Board will serve as the primary evaluation team to make a final recommendation to the full School Board on September 8, 2009.*
- C. EasyProcure Program – The committee is recommending approval of the attached resolution authorizing the administration to utilize the EasyProcure Program as governed by the district’s procurement card policy. (See page 11).
- D. PSBA 2009 Legislative Policy Council – The committee is recommending the following as voting delegates for the PSBA 2009 School Legislative Policy Council.
1. Richard Frerichs
  2. Carlton Rintz
  3. C. Willis Herr
- E. Federal Stimulus Fund Budget Additions – The committee is recommending approval of the budget additions for the following programs:
- ARRA – Title I -- \$289,997
  - ARRA – Title II -- \$11,700
  - ARRA – IDEA -- \$1,188,850
- F. Millersville University Stadium and Pool Agreement – The committee is recommending approval of the 10 year agreement with Millersville University for rental of the stadium and pool.
- G. Route 741 Road Improvements – Construction Bidding Services Contract – The committee is recommending approval of construction bidding services contract with Traffic Planning and Design, Inc. in the amount of \$5,400.00, plus reimbursable expenses, for the Route 741 road improvements that were required as part of the Comet Field turf project land development plan. The contract includes construction bidding and contract document preparation for the roadway improvements. Payment to be made from the Capital Reserve Fund.
- H. Route 741 Road Improvements – Relocation of Utility Poles – The committee is recommending approval to proceed with the utility relocations necessary for the Route 741 road improvements that were required as part of the Comet Field turf project land development plan as per the cost estimates below:

PP&L	\$51,518.00
Verizon	\$49,087.88
Comcast	\$1,379.85

Payment to be made from the Capital Reserve Fund.

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEMS 2  
A – H:**

It was moved by Dr. Frerichs and seconded by Mrs. Friedman to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent, and Donna J. Wert, yes.

**Items 3 A – W:**                      **Consent Agenda for Administrative Actions**

- A.     “Final Reading” Graduates of Lancaster County Academy Policy #217.1 – The administrative staff is recommending approval of the “Final Reading” of the Graduates of Lancaster County Academy Policy #217.1 (see page 12).
- B.     “Final Reading” Admission of Students Policy #201 – The administrative staff is recommending approval of the “Final Reading” of the Admission of Students Policy #201 (see pages 13 – 14).
- C.     “Final Reading” School Age Defined Policy #201.1 – The administrative staff is recommending approval of the “Final Reading” of the School Age Defined Policy #201.1 (see page 15).
- D.     Approval to Advertise for Bid – The administrative staff is recommending approval to advertise for bid for the following projects:  
           Route 741 Road Improvements  
           Martic Sand Mound Replacement
- E.     Special Education Consultant Job Description – The administrative staff is recommending approval of the Special Education Consultant Job Description (see pages 16 – 17).  
  
           *Explanation: This position was created by the Board in May and is being funded with IDEA Stimulus funds from the federal government.*
- F.     Strength and Conditioning Job Description – The administrative staff is recommending approval of the Strength and Conditioning Job Description (see pages 18 – 19).
- G.     Central Manor Elementary School Green Schools Planning Program – The administrative staff is recommending approval of the submission of the Pennsylvania High-Performance Green Schools Planning Grant Program grant application (see pages 20 – 21).

- H. Acceptance of Gift – The administrative staff is recommending the board accept a donation from The Ressler Mill Foundation for 360 copies of dictionaries to be used for 3<sup>rd</sup> grade classrooms.
- I. Tax Exonerations – The administrative staff is recommending approval of the tax exonerations as cited (see page 22).
- J. Budget Transfers – The administrative staff is recommending approval of the budget transfers as listed on Penn Manor’s web page (<http://www.pennmanor.net/tr/>).
- K. Disposal of Assets – The administrative staff is recommending approval of the disposal of the technology equipment listed (see pages 23 – 24).

*Explanation: The technology department is recommending disposal of the items on the attached list. None of the items on the list are in working condition. There is no resale value for the items. Apple Inc. will remove the items at no charge to the school district.*

- L. School Physician’s Agreement – The administrative staff is recommending approval of the School Physician’s Agreement as cited (see page 25).

*Explanation: Dr. Ichter has agreed to continue his service. There will be no rate increase again this year.*

- M. National School Lunch and School Breakfast Program – The administrative staff is recommending approval of the National School Lunch and School Breakfast Program with the Pennsylvania Department of Education, Division of Food and Nutrition, effective July 1, 2009 to June 30, 2010.

*Explanation: Annual application is made to PDE to register the school district as a participant in the National School Lunch and School Breakfast Program.*

- N. Food Service Agreement with IU 13 – The administrative staff is recommending approval of program between the Penn Manor School District and Lancaster-Lebanon IU13 for the fiscal year beginning July 1, 2009. This agreement provides students with services authorized by the National Lunch Program and the National School Breakfast Program.

*Explanation: Annual agreement authorizing participation of students in the National School Lunch and School Breakfast Program while attending programs offered through the IU13.*

- O. Food Service Agreement with LCCTC – The administrative staff is recommending approval of program between the Penn Manor School District and the Lancaster County Career and Technology Center for the fiscal year beginning July 1, 2009. This agreement provides students with services authorized by the National Lunch Program and the National School Breakfast Program.

*Explanation: Annual agreement authorizing participation of students in the National School Lunch and School Breakfast Program while attending programs offered through the LCCTC.*

- P. Awarding of Bid Approval of Contract and Notice to Proceed for High School East Gymnasium Ductwork Insulation and Waterproofing Project – The administrative staff is recommending awarding of bid approval and execution of contract agreement and issuance of a notice to proceed to Roofers Edge, Inc. for the high school east gymnasium ductwork insulation and waterproofing project in the amount of \$15,923.00 as per the attached bid tabulation (see page 26). Payment to be made from the Capital Reserve fund.
- Q. Signing of Student Activity Fund Checks – BE IT RESOLVED that the following people are hereby authorized to sign checks (or use facsimile) for the Student Activity Fund account:

Phil Gale	Dana Edwards
Chris Moritzen	Scott Keddie
Jason D’Amico	Richard Eby
Krista Cox	Chris Santaniello
Chris Johnston	C. Willis Herr
Judy Duke	Richard L. Frerichs
	Carlton L Rintz

*Explanation: Annual resolution to re- authorize the signers for the Student Activity Fund accounts. All checks are processed in the business office after required authorization by representatives of the student organizations and building administration. All checks require two signatures.*

- R. Signing of Student Activity Athletic Fund Checks – BE IT RESOLVED that the following people are hereby authorized to sign checks (or use facsimile) for the Student Activity Athletic Fund account:

Phil Gale	Judy Duke
Krista Cox	Chris Johnston
Chris Moritzen	C. Willis Herr
Jason D’Amico	Richard L. Frerichs
Russ McDonnell	Carlton L. Rintz
Jeff Roth	

*Explanation: Annual resolution to re-authorize the signers for the Student Activity Athletic Fund accounts. All checks are processed in the business office after required authorization by the Athletic Department. All checks require two signatures.*

- S. Tuition Students – The administrative staff is recommending the approval of the following tuition students for the 2009-2010 school year.
- Christopher Cook, grade 12, Ag Student  
Dakota Aldinger, grade 12, Ag Student



Alec O'Rourke, grade 11

- T. Ratification of Bid Awards – The administrative staff is recommending ratification of the following bids as cited for 2009-2010 (see page 27)
- IU Audio-visual Multimedia Equipment and Supplies  
IU Technology Education Supplies  
IU CAFCO
- U. LunchByte Service Agreement – The administrative staff is recommending approval of the service agreement with LunchByte Systems to provide website access and authorization to collect money from and maintain balances for parents who want to participate in the “MyKids” prepaid Meal Program.
- Explanation: LunchByte will establish and maintain the Website secured by an internationally recognized security provider. The site will allow access for parents to prepay school lunches via the internet and view student lunch information and prepaid balances.*
- V. Western PA School for the Deaf Transportation Contract – The administrative staff is recommending approval of the contract for services to transport students to the Western PA School for the Deaf for 2009-2010. Annual cost is \$6,200 per child.
- Explanation: Students receiving instruction at the Western PA School for the Deaf require transportation to the school's location in Pittsburgh. Students are transported by the IU13 to a WPSD location in Camp Hill. This contract is to get the students from Camp Hill to Pittsburgh and back. Transportation from the student's home to Camp Hill and back is billed through the IU13 transportation program.*
- W. Judicial Review – The Judicial Review Committee is recommending the board approve the actions of the committee as cited (see page 28).

**MOTION ON ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEMS 3 A – W:**

It was moved by Mrs. Wert and seconded by Mr. DeLuca to approve these items as amended. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent, and Donna J. Wert, yes.

**Items 4 A – D, F:**

**Consent Agenda for Personnel**

- A. Employment or Change in Status(\*) – The administrative staff is recommending the board accept the individuals listed for employment or change in status(\*) according to the conditions listed (see pages 29 – 32).
- B. Resignations – The administrative staff is recommending the board accept the resignations of the individuals listed below per the effective date cited.
- Jennifer Buckbee, Speech-Language Therapist, effective June 24, 2009  
Donna Michener, Food Service, effective June 16, 2009  
David Ohl, Athletic Trainer, effective June 30, 2009

Heather Garber, Food Service Sub, effective June 4, 2009

- C. Leaves – The administrative staff is recommending granting leaves to the individuals listed according to the terms listed (see page 33).
- D. Mentor – The administrative staff is recommending the approval of the individual listed as a mentor for the second semester of the 2008-2009 school year.  
Karen Miller – LTS Mentor -- \$300 for Jon Bittenbender
- F. Gifted Position – The administrative staff is recommending an increase for the part-time elementary teacher of the gifted position from 50% to 67% effective with the 2009-2010 school year.

*Explanation: Last school year the Coordinator of Gifted and Superintendent of Schools provided information to the Board on the increased requirements in our gifted program. Due to increased requirements including the number of elementary gifted students in the accelerated math program it is necessary to provide additional time in the three elementary buildings served by this position. Upon approval of the increase a specific action item regarding the salary implications for the individual teacher will be placed on the August consent agenda.*

**MOTION ON PERSONNEL CONSENT AGENDA ITEMS 4 A – D, F:** It was moved by Mr. Rintz and seconded by Mr. DeLuca to approve these items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent, and Donna J. Wert, yes.

**Item 4 E:** **Consent Agenda for Personnel**

- E. 2009-2010 Fall Coaching Positions – The administrative staff is recommending the approval of the individuals listed as fall coaches for the 2009-2010 school year (see pages 34).

**MOTION ON PERSONNEL CONSENT AGENDA ITEM 4 E:** It was moved by Dr. Frerichs and seconded by Mr. Rintz to approve this item. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, abstained; Carlton Rintz, no; Kirk Schlotzhauer, absent, and Donna J. Wert, yes.

**Items 5 A - B:** **Consent Agenda for Administrative Actions**

- A. Awarding of Bid, Approval of Contract and Notice to Proceed for the Marticville Middle School Interior Painting Project – The administrative staff is recommending awarding of bid, approval and execution of contract agreement and issuance of a notice to proceed to S&T Painting (Baltimore, Maryland) for the Marticville Middle School interior painting project in the amount of \$35,500.00 as per the attached bid tabulation (see addendum page 1). Payment to be made from the 2006 Construction Fund.

- B. Awarding of Bid, Approval of Contract and Notice to Proceed for the Manor Middle School and Pequea Elementary School Caulking and Expansion Joint Project – The administrative staff is recommending awarding of bid, approval and execution of contract agreement and issuance of a notice to proceed to Houck Services (Harrisburg, PA) for the Manor Middle School and Pequea Elementary School caulking and expansion joint project in the amount of \$65, 687.00 (base bid) as per the attached bid tabulation (see addendum page 2). Payment to be made from the Capital Reserve Fund.

**MOTION ON CONSENT AGENDA ITEMS 5 A - B:** It was moved by Mrs. Wert and seconded by Mr. Long to approve these items. The following call vote was taken on this motion. Joseph DeLuca, yes; Richard L. Frerichs, yes; Johnna Friedman, yes; C. Willis Herr, yes; Franklin Hoke, yes; J. Kenneth Long, yes; Carlton Rintz, yes; Kirk Schlotzhauer, absent, and Donna J. Wert, yes.

The meeting adjourned at 9:22 p.m. on a motion by Mr. Hoke and seconded by Mrs. Wert and a unanimous voice vote.

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C. Willis Herr, President

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Paula E. Howard, Secretary