

**WARREN COUNTY TECHNICAL SCHOOL BOARD OF EDUCATION  
1500 ROUTE 57 ~ WASHINGTON, NJ 07882  
REORGANIZATION MEETING MINUTES  
NOVEMBER 1, 2016**

**I. CALL TO ORDER**

The Reorganization Meeting of the Warren County Technical School Board of Education will be called to order at 5:00 pm on Tuesday, November 1, 2016 by Board Secretary Edmund J. Zalewski at the Warren County Technical School, 1500 Route 57, Washington, NJ 07882.

**A. Flag Salute** - Edmund J. Zalewski.

**B. Opening Statement** – Board Secretary Edmund J. Zalewski.

Pursuant to the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq, the Board Secretary caused notice of this meeting to be given to the public and the press on November 3, 2015.

**C. Report of Freeholder Appointments to the Board of Education**

Board Secretary Edmund Zalewski will report on the Warren County Board of Chosen Freeholder appointments to the Warren County Technical School Board of Education.

- **Oath of Office for Mr. Rutledge**

**D. Roll Call** – Board Secretary Zalewski

**Present:** Mrs. Johnson-Demeter, Mr. Roschewsk, Mr. Rutledge and Mr. Shotwell

**Also Present:** Mr. Glowacky, Superintendent  
Mr. Zalewski, Board Secretary

**Others Present:** Approximately 7 members of the public.

**Resolution 12776-16: Adopt the Meeting Agenda**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board adopts the Meeting Agenda for the November 1, 2016 meeting as published with any addenda.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

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**Resolution 12777-16:                    Election of the President**

The Board Secretary will receive, in order, nominations for the office of President of the Board of Education.

| <u>Nominee</u>       | <u>Moved By</u>     | <u>Seconded By</u>          |
|----------------------|---------------------|-----------------------------|
| <b>Mr. Rutledge</b>  | <b>Mr. Shotwell</b> | <b>Mrs. Johnson-Demeter</b> |
| <b>Mr. Roschewsk</b> | <b>Mr. Rutledge</b> | <b>Mr. Roschewsk</b>        |

Close nominations. – Board Secretary will conduct a roll call vote for each nominee.

**Mr. Zalewski closed nominations. Mr. Rutledge thanked the Board for their support but refused the position. The Board then voted on the nomination of Mr. Roschewsk.**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that the Board elected Mr. Roschewsk to the office of President of the Warren County Technical School Board of Education.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    **MOTION CARRIED**

**Resolution 12778-16:                    Election of the Vice-President**

The President declares nominations for the office of Vice-President of the Board of Education.

| <u>Nominee</u>      | <u>Moved By</u>             | <u>Seconded By</u>  |
|---------------------|-----------------------------|---------------------|
| <b>Gus Rutledge</b> | <b>Mrs. Johnson-Demeter</b> | <b>Mr. Shotwell</b> |

Close nominations. – Board Secretary will conduct a roll call vote for each nominee.

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that the Board elected to the office of Vice-President of the Warren County Technical School Board of Education.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    **MOTION CARRIED**

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**E. Code of Ethics**

Board members were given the Code of Ethics to review.

**PUBLIC COMMENTS** - None

- Resolution 12779-16:**                    **Approve November 2015 Reorganization Agenda Items as Listed Below:**  
On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the following resolutions as listed below:
- Resolution 12780-16:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business, to Serve as Board Secretary**
- Resolution 12781-16:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent**
- Resolution 12782-16:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Certifying Officer**
- Resolution 12783-16:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Custodian of Government Records**
- Resolution 12784-16:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Public Agency Compliance Officer**
- Resolution 12785-16:**                    **Appoint Robert Wheatley, Instructor, as the Security Officer**
- Resolution 12786-16:**                    **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Board Secretary to the Board of School Estimate**
- Resolution 12787-16:**                    **Appoint Paula Hatch as the Treasurer of School Moneys**
- Resolution 12788-16:**                    **Appoint Members to the Board of School Estimate**
- Resolution 12789-16:**                    **Appoint Steve Daku, Facilities Manager, as Integrated Pest Management Coordinator**
- Resolution 12790-16:**                    **Appoint Steve Daku, Facilities Manager, as the Indoor Air Quality Designated Person**
- Resolution 12791-16:**                    **Appoint Steve Daku, Facilities Manager, as Asbestos Management Plan Designated Person**
- Resolution 12792-16:**                    **Appoint Steve Daku, Facilities Manager, as Written Hazardous Communication Program Designated Person**
- Resolution 12793-16:**                    **Appoint Steve Daku, Facilities Manager as Employer Responsible Right to Know Official (ERRO)**
- Resolution 12794-16:**                    **Appoint Geta Vogel, Principal, as Affirmative Action Officer**
- Resolution 12795-16:**                    **Appoint John Mylecraine, Assistant Principal, as Americans with Disabilities Act (504) Officer**
- Resolution 12796-16:**                    **Appoint the Willis Group to Serve as Broker of Record for Health and Dental Benefits**
- Resolution 12797-16:**                    **Name Depositories**
- Resolution 12798-16:**                    **Authorize Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Award Contracts up to the Bid Threshold**
- Resolution 12799-16:**                    **Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Sign Checks and Vouchers in Matters Relating to the General Operation of the School District**

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|                                    |                                                                                                                                                                                                                            |
|------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Resolution 12800-16:</u></b> | <b>Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, the Assistant Superintendent of Business/Board Secretary, to Operate the School District in Accordance with Title 18A, Title 6, and Board Policy</b> |
| <b><u>Resolution 12801-16:</u></b> | <b>Designate the Official Newspapers</b>                                                                                                                                                                                   |
| <b><u>Resolution 12802-16:</u></b> | <b>Adopt Open Public Meetings Act</b>                                                                                                                                                                                      |
| <b><u>Resolution 12803-16:</u></b> | <b>Adopt Warren County Technical School Policies</b>                                                                                                                                                                       |
| <b><u>Resolution 12804-16:</u></b> | <b>Approve Warren County Technical School Curriculum and Textbooks</b>                                                                                                                                                     |
| <b><u>Resolution 12805-16:</u></b> | <b>Appoint SSP Architects to Serve as Architect of Record</b>                                                                                                                                                              |
| <b><u>Resolution 12806-16:</u></b> | <b>Approve Maximum Travel Expenses</b>                                                                                                                                                                                     |

ROLL CALL VOTE: YEAS: 4                      ABSENT: Dr. Lamonte                      MOTION CARRIED

**Resolution 12780-16:**                      **Appoint Edmund Zalewski, Assistant Superintendent of Business, to Serve as Board Secretary**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent.

ROLL CALL VOTE: YEAS: 4                      ABSENT: Dr. Lamonte                      MOTION CARRIED

**Resolution 12781-16:**                      **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Purchasing Agent.

ROLL CALL VOTE: YEAS: 4                      ABSENT: Dr. Lamonte                      MOTION CARRIED

**Resolution 12782-16:**                      **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Certifying Officer**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Certifying Officer.

ROLL CALL VOTE: YEAS: 4                      ABSENT: Dr. Lamonte                      MOTION CARRIED

**Resolution 12783-16:**                      **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Custodian of Government Records**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Custodian of Government Records.

ROLL CALL VOTE: YEAS: 4                      ABSENT: Dr. Lamonte                      MOTION CARRIED

**Resolution 12784-16:**                      **Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Public Agency Compliance Officer**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as Public Agency Compliance Officer.

ROLL CALL VOTE: YEAS: 4                      ABSENT: Dr. Lamonte                      MOTION CARRIED

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**Resolution 12785-16:           Appoint Robert Wheatley, Instructor, as the Security Officer**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Robert Wheatley, Instructor, as the Security Officer.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

**Resolution 12786-16:           Appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Board Secretary to the Board of School Estimate**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, as the Board Secretary to the Board of School Estimate.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

**Resolution 12787-16:           Appoint Paula Hatch as the Treasurer of School Moneys**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Paula Hatch as the Treasurer of School Moneys at a salary of \$4,738.00.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

**Resolution 12788-16           Appoint Members to the Board of School Estimate**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that the Board President and Vice President be appointed as members of the Board of School Estimate.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

**Resolution 12789-16:           Appoint Steve Daku, Facilities Manager, as Integrated Pest Management Coordinator**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that the Board appoint Steve Daku, Facilities Manager, as the Integrated Pest Management Plan Coordinator.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

**Resolution 12790-16:           Appoint Steve Daku, Facilities Manager, as the Indoor Air Quality Designated Person**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Steve Daku, Assistant Facilities Manager, as the indoor air quality designated person.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

**Resolution 12791-16:           Appoint Steve Daku, Facilities Manager, as Asbestos Management Plan Designated Person**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Steve Daku, Facilities Manager, as the Asbestos Management Plan designated person in charge of administering the plan.

ROLL CALL VOTE: YEAS: 4           ABSENT: Dr. Lamonte           MOTION CARRIED

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**Resolution 12792-16:                   Appoint Steve Daku, Facilities Manager, as Written Hazardous Communication Program Designated Person**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Steve Daku, Facilities Manager, as the Written Hazardous Communication designated person in charge of administering the plan.

ROLL CALL VOTE: YEAS: 4                   ABSENT: Dr. Lamonte                   MOTION CARRIED

**Resolution 12793-16:                   Appoint Steve Daku, Facilities Manager as Employer Responsible Right to Know Official (ERRO)**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoints Steve Daku, Facilities Manager, as the Employer Responsible Right to Know Official.

ROLL CALL VOTE: YEAS: 4                   ABSENT: Dr. Lamonte                   MOTION CARRIED

**Resolution 12794-16:                   Appoint Geta Vogel, Principal, as Affirmative Action Officer**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint Geta Vogel, Principal, as Affirmative Action Officer.

ROLL CALL VOTE: YEAS: 4                   ABSENT: Dr. Lamonte                   MOTION CARRIED

**Resolution 12795-16:                   Appoint John Mylecraine, Assistant Principal, as Americans with Disabilities Act (504) Officer**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint John Mylecraine, Assistant Principal, as Americans with Disabilities Act (504) Officer.

ROLL CALL VOTE: YEAS: 4                   ABSENT: Dr. Lamonte                   MOTION CARRIED

**Resolution 12796-16:                   Appoint the Willis Group to Serve as Broker of Record for Health and Dental Benefits**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoint the Willis Group to serve as the Broker of Record for Health and Dental Benefits.

ROLL CALL VOTE: YEAS: 4                   ABSENT: Dr. Lamonte                   MOTION CARRIED

**Resolution 12797-16:                   Name Depositories**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that the following depositories be named for the accounts indicated:

General Account – PNC Bank  
Payroll Account – PNC Bank  
Agency Account – PNC Bank  
Cafeteria Account - PNC Bank  
Day School Student Activity – PNC Bank  
Athletic Activities Account – PNC Bank  
Unemployment Depository – PNC Bank  
Temporary Investments – Authorize the Board Secretary to invest surplus moneys in any  
State approved depositories.

ROLL CALL VOTE: YEAS: 4                   ABSENT: Dr. Lamonte                   MOTION CARRIED

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**Resolution 12798-16:**                    **Authorize Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Award Contracts up to the Bid Threshold**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board authorize Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to award contracts up to the bid threshold.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    MOTION CARRIED

**Resolution 12799-16:**                    **Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to Sign Checks and Vouchers in Matters Relating to the General Operation of the School District**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to sign checks and vouchers in matters relating to the general operation of the school district.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    MOTION CARRIED

**Resolution 12800-16:**                    **Authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, the Assistant Superintendent of Business/Board Secretary, to Operate the School District in Accordance with Title 18A, Title 6, and Board Policy**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board authorize Robert Glowacky, Superintendent, and/or Edmund Zalewski, Assistant Superintendent of Business/Board Secretary, to operate the school district in accordance with Title 18A, Title 6, Board Policy and other rules and regulation as befit the Warren County Technical School District.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    MOTION CARRIED

**Resolution 12801-16:**                    **Designate the Official Newspapers**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that the Star-Ledger, Newark, New Jersey, the Express Times, Easton, Pennsylvania, and the Warren Reporter, Washington New Jersey, be designated the official newspaper(s) for publication of legal notices.

BE IT FURTHER RESOLVED, that the Business Administrator be allowed to use any of these papers as may be necessary based on the situation.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    MOTION CARRIED

**Resolution 12802-16:**                    **Adopt Open Public Meetings Act**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that the Board adopt the following in accordance with the provisions of the Open Public Meetings Act N.J.S.A. 10:4-6 et seq.

ROLL CALL VOTE: YEAS: 4                    ABSENT: Dr. Lamonte                    MOTION CARRIED

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**Resolution 12803-16:            Adopt Warren County Technical School Policies**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that all existing policies of the Board remain in effect for one year subject to change by rules within these policies

Teacher/Master Schedules  
Teacher Handbook  
Student Handbook  
Emergency Management Plan

All exhibits available for review in High School Office.

ROLL CALL VOTE: YEAS: 4            ABSENT: Dr. Lamonte            MOTION CARRIED

**Resolution 12804-16:            Approve Warren County Technical School Curriculum and Textbooks**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that all existing policies of the Board approve the Curriculum and Textbooks for the 2015-16 School year.

ROLL CALL VOTE: YEAS: 4            ABSENT: Dr. Lamonte            MOTION CARRIED

**Resolution 12805-16:            Appoint SSP Architects to Serve as Architect of Record**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board appoints SSP Architects as the architect of record.

ROLL CALL VOTE: YEAS: 4            ABSENT: Dr. Lamonte            MOTION CARRIED

**Resolution 12806-16:            Approve Maximum Travel Expenses**

On the motion of Mrs. Johnson-Demeter, seconded by Mr. Shotwell, RESOLVED, that this Board approves the maximum travel expenses for the year of \$5,000 per employee.

ROLL CALL VOTE: YEAS: 4            ABSENT: Dr. Lamonte            MOTION CARRIED



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**Discussion:** Mr. Roschewsk requested that the meetings begin 30 minutes later to allow more members of the public to attend. The other members stated that the current start time worked and did not want to change the time.

**Resolution 12807-16:**                      **Set Meeting Time and Place of Regular Board of Education Meetings**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that the regular Board of Education meetings be held at the Warren County Technical School on the 3<sup>rd</sup> Wednesday of each month unless otherwise noted. The Board will open in public session at 5:00 pm. and immediately go into executive session until 5:30 pm. when public session will begin except for the reorganization meeting. Meeting dates are as follows:

|                                            |                                                      |
|--------------------------------------------|------------------------------------------------------|
| November 16, 2016                          | May 17, 2017                                         |
| December 21, 2016                          | June 21, 2017                                        |
| January 18, 2017                           | July 19, 2017                                        |
| February 15, 2017                          | August 16, 2017                                      |
| March 1, 2017 (Tentative Budget Meeting)   | September 20, 2017                                   |
| March 15, 2017                             | October 18, 2017                                     |
| April 12, 2017 (2 <sup>nd</sup> Wednesday) | November 1, 2017 (Reorganization Meeting - 5:00 pm.) |

*Special Meetings will be advertised within appropriate state guidelines.*

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

**Resolution 12808-16:**                      **Approve Benefit Changes for Full Time Para Professional Aides and Post-Secondary Staff Effective July 1, 2016**

On the motion of Mr. Rutledge, seconded by Mr. Shotwell, RESOLVED, that this Board of Education approves benefit changes effective July 1, 2016 for Para Professional Aides and Full Time Post-Secondary Staff.

- Para Professional Aides and Post-Secondary Staff hired prior to July 1, 2016 will maintain their current level of health coverage. If additional coverage is added, the employee will have the option to purchase coverage at the current rates that are in effect.
- New Para Professional Aides and Post-Secondary Staff that are employed on or after July 1, 2016 will receive single health benefit coverage with option to purchase additional coverage at the current rates that are in effect.
- Para Professional Aides and Post-Secondary Staff who opt out of Medical Coverage will receive a pro-rated payment of \$1,500.

ROLL CALL VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

**Additional Information:** This resolution supports the practice put in place this year.

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**Discussion:** Mr. Roschewsk that the Board approve him taking 2 students to a presentation at AT&T. He would transport the students in his vehicle. The administration expressed concern of the liability impact if something occurred. Mr. Roschewsk stated that he would accept the liability for the students. Mrs. Vogel was to contact the parents of the selected students.

**Resolution 12809-16:**                      **Approve Proposed Field Trips for the 2016-2017 School Year**

On the motion of Mr. Rutledge, seconded by Mr. Roschewsk, RESOLVED, that this Board approves the following proposed Field Trips for the 2016-2017 school year:

| Date    | Destination        | Instructor       | Number<br>Of<br>Students | Purpose                                                 | Approximate<br>Transportation<br>Cost |
|---------|--------------------|------------------|--------------------------|---------------------------------------------------------|---------------------------------------|
| 11/4/16 | AT&T<br>Middletown | Robert Roschewsk | 2                        | Presentation by Robert<br>Wilson, Nobel Prize<br>winner | \$0.00                                |

ROLL CALL VOTE: YEAS: 3

ABSTAIN: Mrs. Johnson-Demeter

MOTION CARRIED

**Discussion**

- **PUBLIC COMMENTS** - None
- **EDUCATIONAL ISSUES**
  - o **Program Update** – Mr. Mylecraine presented to the Board the current status of the programs currently offered at the school. Mr. Roschewsk questioned if an under-utilized program should be eliminated to allow for additional elective offerings in that program. Mr. Roschewsk also suggested that the post-secondary programs offering be increased. Mr. Glowacky responded that the staff is trying to increase the offerings, but having a difficult time attracting interest. He expects that the program will increase with the addition of the public relations effort. Mrs. Johnson-Demeter requested a report with the number of students in each class by teacher and period. The information was then distributed to the Board members.

**ADJOURNMENT**

Motion to adjourn the meeting by Mr. Rutledge, seconded by Mr. Shotwell, the Board adjourned the meeting at 6:15.

VOICE VOTE: YEAS: 4

ABSENT: Dr. Lamonte

MOTION CARRIED

Respectively Submitted,

*Edmund Zalewski*