APPROVED

# Pataula Charter Academy

# Minutes

## June 2020 Board Meeting

**Date and Time**
Monday June 15, 2020 at 6:00 PM

**Location**
The June 15, 2020 Governing Board and Finance Committee meeting will be held in person in the PCA lunchroom to allow for social-distancing. However, members and the public still have the option to call in, if they are more comfortable with that option. The Board has chosen to consider this "emergency circumstances" under O.C.G.A. sec. 50-14-1 (d) and O.C.G.A. sec. 50-14-1 (g) due to the COVID-19 state of emergency.

Public Call in number: (701) 802-5366
Access Code: 8532300

*Please note that the public phone line will be muted for Executive Session. If you get on the line after the meeting has begun and hear silence, that is why. The line will be taken off of mute at the conclusion of Executive Session.

**Directors Present**
B. Brock (remote), D. Hendrickson, E. Lenz (remote), J. Sanders (remote), M. Tabb, R. Collins (remote), R. Hanks (remote), R. Lane, T. Bruner, T. Smith (remote)

**Directors Absent**
*None*

**Directors who arrived after the meeting opened**
B. Brock, T. Smith

**Ex Officio Members Present**
C. Weathersby, K. Holley

**Guests Present**
B. Eubanks, Jeff Homan, L. Adkinson, L. Miller (remote), R. Beamon (remote)

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## I. Opening Items

### A. Record Attendance

B. Brock arrived.
T. Smith arrived.

### B. Call the Meeting to Order

T. Bruner called a meeting of the board of directors of Pataula Charter Academy to order on Monday Jun 15, 2020 at 6:09 PM.

### C. Approve Minutes

D. Hendrickson made a motion to approve the minutes from the May Called Board Meeting on 05-13-20.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Tabb | Aye |
| T. Bruner | Abstain |
| R. Collins | Aye |
| J. Sanders | Aye |
| T. Smith | Absent |
| E. Lenz | Aye |
| R. Lane | Aye |
| B. Brock | Absent |
| D. Hendrickson | Aye |
| R. Hanks | Aye |

### D. Approve Minutes

M. Tabb made a motion to approve the minutes from the May 18, 2020 Board Meeting on 05-18-20.
J. Sanders seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| J. Sanders | Aye |

**Roll Call**

| | |
|---|---|
| D. Hendrickson | Aye |
| M. Tabb | Aye |
| R. Lane | Aye |
| R. Hanks | Aye |
| R. Collins | Aye |
| B. Brock | Absent |
| T. Bruner | Abstain |
| T. Smith | Absent |
| E. Lenz | Aye |

### E. Approve Agenda

E. Lenz made a motion to approve the agenda as presented.
D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| R. Lane | Aye |
| T. Bruner | Abstain |
| T. Smith | Aye |
| R. Hanks | Aye |
| J. Sanders | Aye |
| R. Collins | Aye |
| D. Hendrickson | Aye |
| B. Brock | Absent |
| E. Lenz | Aye |
| M. Tabb | Aye |

### F. Public Comment

No public comment.

## II. Superintendent Report

### A. Executive Session - Personnel

M. Tabb made a motion to enter Executive Session at 6:13 PM to discuss the appointment, employment, compensation, hiring, disciplinary action or dismissal or periodic evaluation or rating of a public officer or employee, but not for receiving evidence or hearing argument on charges filed to determine disciplinary action.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| J. Sanders | Aye |
| R. Lane | Aye |
| R. Collins | Aye |

**Roll Call**

| | |
|---|---|
| D. Hendrickson | Aye |
| M. Tabb | Aye |
| T. Bruner | Abstain |
| R. Hanks | Aye |
| B. Brock | Absent |
| E. Lenz | Aye |
| T. Smith | Aye |

Executive session was exited at 6:22 PM.

D. Hendrickson made a motion to terminate the employee in the Office Clerk position at SCCA effective June 30, 2020.

R. Lane seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| T. Smith | Aye |
| D. Hendrickson | Aye |
| T. Bruner | Abstain |
| R. Lane | Aye |
| M. Tabb | Aye |
| B. Brock | Absent |
| J. Sanders | Aye |
| R. Collins | Aye |
| E. Lenz | Aye |
| R. Hanks | Aye |

## B. COVID-19 Re-Entry Update

Kylie presented the school re-entry plan which includes four different scenarios for school reentry for the upcoming school year. These scenarios were created by a district-wide task force made up of administrators and teachers using guidance from the GA DOE and teacher/parent input from surveys. We will also survey teachers and parents again after the re-entry scenario plans are shared. The scenario which will be used is dependent on guidance provided by the local Departments of Health on the current level of community spread. Since our schools serve multiple counties, the scenario for re-entry will be based on the county with the highest level of community spread. We have been informed that the DPH will provide weekly reports on community spread by county. Since spread levels are changing rapidly, it was decided that it would be best to wait until after the surveys and closer to the start date to vote on the scenario which we will use to begin the school year. Therefore, the Board will vote on the opening scenario plan to be used at the July meeting.

## C. PCA - Recommendations for Hire:

Kylie presented Stephanie Collier as a teacher for hire for the 2020-2021 school year.

M. Tabb made a motion to approve the hire of Stephanie Collier for the 2020-2021 school year.

D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| T. Bruner | Abstain |
| M. Tabb | Aye |
| T. Smith | Aye |
| R. Hanks | Aye |
| D. Hendrickson | Aye |
| R. Lane | Aye |
| R. Collins | Aye |
| E. Lenz | Aye |
| J. Sanders | Aye |
| B. Brock | Aye |

## D. SCCA - Resolution for position changes for 2020-2021 School Year:

Kylie informed the board that we had not hired for two approved certified positions: Special Education Teacher and Intervention Teacher. She is recommending that, in light of possible reentry scenarios, these positions be changed to paraprofessional positions for the 2020-2021 school year.
M. Tabb made a motion to have these open teacher positions be filled with paraprofessionals in light of potential reentry scenarios.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| J. Sanders | Aye |
| E. Lenz | Aye |
| T. Smith | Aye |
| D. Hendrickson | Aye |
| M. Tabb | Aye |
| R. Lane | Aye |
| B. Brock | Aye |
| R. Hanks | Aye |
| R. Collins | Aye |
| T. Bruner | Abstain |

## E. SCCA - Recommendations for Hire:

Kylie presented Wesley Chapman and Lacey Phillips as certified teacher hires for the upcoming school year.
D. Hendrickson made a motion to approve the hire of Wesley Chapman and Lacey Phillips as certified teacher hires for the upcoming school year.
M. Tabb seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| E. Lenz | Aye |
| T. Smith | Aye |
| B. Brock | Aye |
| R. Lane | Aye |
| T. Bruner | Abstain |
| J. Sanders | Aye |
| D. Hendrickson | Aye |
| M. Tabb | Aye |
| R. Collins | Aye |
| R. Hanks | Aye |

Kylie presented Sabrina Grant as a Paraprofessional for hire for the 2020-2021 school year.

M. Tabb made a motion to approve the hire of Sabrina Grant as a Paraprofessional for the 2020-2021 school year.

R. Lane seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| R. Hanks | Aye |
| E. Lenz | Aye |
| J. Sanders | Aye |
| T. Smith | Aye |
| T. Bruner | Abstain |
| R. Collins | Aye |
| R. Lane | Aye |
| M. Tabb | Aye |
| D. Hendrickson | Aye |
| B. Brock | Aye |

## III. Facilities/Finance

### A. FY 2021 Budget Update

Cheryl informed the board that the state has released preliminary figures and that instead of the originally anticipated 14% cut to the state budget, there is only going to be an 11% cut to the state budget for fiscal year 2021. This will result in approximately a million dollar cut to revenues between both schools for the next year. Cheryl informed the board that she is working with a consultant, Afton Partners, from Charter School Growth Fund to create a five year plan to spread the money that was saved in FY 2020.

### B. Daycare Building Purchase

Cheryl informed the board that the purchase of the daycare building is being delayed. After submitting closing costs for the purchase but before closing could be finalized, the City of Edison determined that the bid procedure had not been followed and so the sale

was put on hold. PCA, Inc. now has to submit another sealed bid by June 30, 2020 in order to pursue the purchase of this building.

### C. COVID Grants Budget

Cheryl informed the board that PCA, Inc. has received four different grants from various foundations in relation to COVID-19 related expenses. The total of these four grants is $151,000 and the Finance Committee is recommending these funds be used to pay for 5 months of service for the Verizon hot spots activated for students without access to internet at home for a total of $35,000 and for the purchase of Chromebooks for Pataula Charter Academy so that there can be a one to one ratio. Spring Creek currently has enough Chromebooks for each student to have their own device to use and in light of potential reentry scenarios for Pataula Charter, Inc., it is necessary to purchase these Chromebooks to have that one to one ratio at PCA.
M. Tabb made a motion to approve the COVID grant budget as presented.
D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| T. Smith | Aye |
| R. Lane | Aye |
| E. Lenz | Aye |
| D. Hendrickson | Aye |
| T. Bruner | Abstain |
| M. Tabb | Aye |
| J. Sanders | Aye |
| R. Collins | Aye |
| R. Hanks | Aye |
| B. Brock | Aye |

### D. Edgenuity Purchase

Cheryl presented quotes to the board from Edgenuity, a leading provider of K-12 online curriculum and blended learning solutions, for a combined price of $52,180 for both schools. In light of reentry scenarios due to COVID-19, this online learning platform will help to supplement learning and fill gap deficiencies. This online program will be utilized for grades 6-12 and will also take the place for virtual learning through Georgia Virtual School for Spanish I and Spanish II.
D. Hendrickson made a motion to approve the purchase of the learning platform provided by Edgenuity for the 2020-2021 school year.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| D. Hendrickson | Aye |
| J. Sanders | Aye |
| T. Bruner | Abstain |

**Roll Call**

| | |
|---|---|
| R. Collins | Aye |
| E. Lenz | Aye |
| R. Hanks | Aye |
| B. Brock | Aye |
| M. Tabb | Aye |
| R. Lane | Aye |
| T. Smith | Aye |

## E. PCA - CPF Financial Assessment Report

Cheryl presented the CPF Financial Assessment Report for April and May for PCA to the board. As of the end of May, PCA has 96% spent of the budget for FY2020, but the figures are looking better than previously thought and SCCA currently owes money to PCA for liability insurance and other benefits that PCA has paid on behalf of SCCA.

## F. SCCA - CPF Financial Assessment Report

Cheryl presented the CPF Financial Assessment Report for April and May for SCCA to the board. As of the end of May, SCCA has 87% spent of the budget for FY2020, but SCCA still owes PCA for liability insurance and other benefits that PCA has paid on behalf of SCCA. Even with this money owed to PCA, SCCA still stands to finish the year in the positive.

## G. SCCA - Office Clerk Position

Cheryl requested the board to approve the transition of the Office Clerk position at SCCA from a full time to part time position at this time.
M. Tabb made a motion to approve the transition of the Office Clerk at SCCA from full time to part time.
D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| T. Smith | Aye |
| B. Brock | Aye |
| T. Bruner | Abstain |
| R. Hanks | Aye |
| M. Tabb | Aye |
| J. Sanders | Aye |
| R. Collins | Aye |
| D. Hendrickson | Aye |
| R. Lane | Aye |
| E. Lenz | Aye |

## H. SCCA - Land Purchase Request

Cheryl informed the board that she has been talking with lawyers in regards to the bid sent to SCCA from Dollar General to purchase 2 acres of land from the school. Cheryl stated that there is cause for concern about the impacts this could have in the future when SCCA will begin the phase of having a permanent building installed. The lawyer stated that the only feasible way this sale would work would be for Dollar General to pay for sewer lines to be run to the school and for them to place a deed on the title so that in the event they sold the land, SCCA would have a say in who could purchase it.

## I. SCCA - New Modular Building Walton Grant Budget

Cheryl presented to the board the budget for the Walton Growth Fund Grant which is being used to purchase and install the new 10 classroom modular building at the SCCA campus. Money from this grant is being used to pay the lease deposit and lease for the building through Vanguard, the building manufacturer, as well as many other issues that have recently come to light with the building installation. Cheryl is also requesting that a construction project manager be brought in to oversee all aspects of this building installation to ensure a timely install for the upcoming school year. The Georgia State Fire Commissioner's office still has not approved the plans as of yet, and in light of this, there may be the potential to delay the start of school to ensure the building is ready for student return.

M. Tabb made a motion to approve the budget for the Walton Growth Fund Grant as presented.

D. Hendrickson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| T. Bruner | Abstain |
| R. Hanks | Aye |
| R. Lane | Aye |
| R. Collins | Aye |
| D. Hendrickson | Aye |
| M. Tabb | Aye |
| E. Lenz | Aye |
| J. Sanders | Aye |
| B. Brock | Aye |
| T. Smith | Aye |

## J. SCCA - Electrical Vendor Selection

Cheryl presented bids from A. West for $26,209 and Metro Power for $31,923 to perform the electrical work for the new modular building at the SCCA campus. The Finance Committee is recommending the bid from A. West to be approved to proceed with electrical work.

D. Hendrickson made a motion to approve the bid submitted by A. West for electrical work to be performed on the new modular building at the SCCA campus.

R. Lane seconded the motion.

The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| J. Sanders | Aye |
| D. Hendrickson | Aye |
| B. Brock | Aye |
| R. Lane | Aye |
| E. Lenz | Aye |
| R. Collins | Aye |
| M. Tabb | Aye |
| T. Smith | Aye |
| R. Hanks | Aye |
| T. Bruner | Abstain |

## K. SCCA - Plumbing Vendor Selection

Cheryl presented the bid from Temples Weatherly Plumbing for $6,850 to perform the required plumbing on the new modular building being installed at the SCCA campus. Temples Weatherly Plumbing was the only vendor to submit a bid for the project.
M. Tabb made a motion to approve the bid submitted by Temples Weatherly Plumbing for plumbing work to be performed on the new modular building at the SCCA campus.
D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| T. Bruner | Abstain |
| T. Smith | Aye |
| D. Hendrickson | Aye |
| R. Collins | Aye |
| R. Lane | Aye |
| M. Tabb | Aye |
| E. Lenz | Aye |
| B. Brock | Aye |
| J. Sanders | Aye |
| R. Hanks | Aye |

## L. SCCA - Sprinkler System Vendor Selection

Cheryl presented to the board bids from International Fire Protection for $68,900 and from Georgia Automatic Sprinklers for $48,000 for installation of sprinklers for the new modular building at the SCCA campus. After talking with Vanguard, the manufacturer of the modular building, the Finance Committee is recommending using International Fire Protection for the installation even though it is the higher bid. This company works directly with Vanguard and can actually start working on installing the sprinklers at the Vanguard company site and Vanguard will actually push this cost into the monthly lease.

D. Hendrickson made a motion to approve the bid submitted by International Fire Protection for sprinkler installation to be performed on the new modular building at the SCCA campus.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| R. Collins | Aye |
| D. Hendrickson | Aye |
| B. Brock | Aye |
| R. Hanks | Aye |
| M. Tabb | Aye |
| T. Smith | Aye |
| J. Sanders | Aye |
| T. Bruner | Abstain |
| E. Lenz | Aye |
| R. Lane | Aye |

## M. SCCA - Septic Tank Vendor Selectrion

Cheryl requested this motion to be tabled as there were no bids submitted at this time for the septic tank work.
M. Tabb made a motion to approve to table this item.
D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| R. Collins | Aye |
| B. Brock | Aye |
| M. Tabb | Aye |
| R. Hanks | Aye |
| E. Lenz | Aye |
| D. Hendrickson | Aye |
| R. Lane | Aye |
| T. Bruner | Abstain |
| J. Sanders | Aye |
| T. Smith | Aye |

## N. SCCA - Network Cabling Vendor Selection

Cheryl presented bids to the board for installation of network cable in the new modular building from Professional Networking for $11,976, Invision Technology for $9,982, Crown Networking for $10,988, and Integrated Office Solutions for $15,844. The Finance Committee is recommending the bid from Professional Networking, even though their bid was not the cheapest, for approval based on the quality of materials quoted and their experience in meeting deadlines previously for installation projects at PCA.

D. Hendrickson made a motion to approve the bid submitted by Professional Networking for network cable installation to be performed on the new modular building at the SCCA campus.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| R. Collins | Aye |
| D. Hendrickson | Aye |
| B. Brock | Aye |
| R. Lane | Aye |
| J. Sanders | Aye |
| E. Lenz | Aye |
| T. Bruner | Abstain |
| M. Tabb | Aye |
| T. Smith | Aye |
| R. Hanks | Aye |

## IV. Governance

### A. FY21 Board Meeting Calendar

Kylie presented the meeting calendar for the next fiscal year for board meetings. At this time, Rhonda Collins informed the board the date of July 21, 2020 was on a Tuesday and would need to be changed to July 20, 2020 to be on the third Monday.
D. Hendrickson made a motion to approve the board meeting calendar as presented with the July 21, 2020 date corrected to July 20, 2020.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

| **Roll Call** | |
|---|---|
| R. Lane | Aye |
| T. Smith | Aye |
| M. Tabb | Aye |
| T. Bruner | Abstain |
| R. Hanks | Aye |
| E. Lenz | Aye |
| J. Sanders | Aye |
| R. Collins | Aye |
| D. Hendrickson | Aye |
| B. Brock | Aye |

### B. BoardOnTrack Assessment and Goals

Kylie presented the Board Success Plan from Board on Track based on the assessments board members completed in February 2020. This success plan includes guidance on needing strategic board member recruitment, committee work which was the biggest gap

in the assessments, and fundraising which is not a high priority at this time but will need to be in the future. With the presentation of this success plan, it is recommended that every board member join a committee.

### C. Board Member Re-Elections

Tiffany informed the board that as of the end of June, the following board members terms are expiring: Tiffany Bruner, Tom Smith, Ronisa Hanks, and Ronnie Lane. Tiffany and Ronnie agreed to serve another 2 years on the board and Ronisa stated she was undecided but would let board members know something by the end of the week if she choose to stay. Tom Smith does not wish to renew for another term and Melissa Tabb resigned effective at the end of this month.
D. Hendrickson made a motion to approve the reelection of board members Tiffany Bruner and Ronnie Lane and to accept the resignations of Tom Smith and Melissa Tabb.
E. Lenz seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| D. Hendrickson | Aye |
| R. Hanks | Aye |
| R. Collins | Aye |
| E. Lenz | Aye |
| T. Bruner | Abstain |
| M. Tabb | Abstain |
| R. Lane | Abstain |
| B. Brock | Aye |
| J. Sanders | Aye |
| T. Smith | Abstain |

### D. Board Officer Elections:

Tiffany informed board members that the following positions were up for reelection: Chair, currently filled by Tiffany Bruner, Vice-Chair, currently filled by Melissa Tabb, Secretary, currently filled by Jennifer Sanders, and Treasurer, currently filled by Rhonda Collins. Tiffany, Jennifer, and Rhonda all agreed to continue serving in their current positions.
D. Hendrickson made a motion to approve the reelection of Tiffany Bruner as Chair, Jennifer Sanders as Secretary, and Rhonda Collins as Treasurer.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| E. Lenz | Aye |
| B. Brock | Aye |
| R. Collins | Abstain |
| T. Bruner | Abstain |
| R. Hanks | Aye |
| J. Sanders | Abstain |

**Roll Call**

| | |
|---|---|
| D. Hendrickson | Aye |
| R. Lane | Aye |
| T. Smith | Aye |
| M. Tabb | Aye |

Melissa Tabb nominated Erin Lenz to take over as Vice-Chair since she is resigning her position as a board member.
D. Hendrickson made a motion to approve Erin Lenz as Vice-Chair.
M. Tabb seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| T. Smith | Aye |
| R. Collins | Aye |
| M. Tabb | Aye |
| D. Hendrickson | Aye |
| R. Hanks | Aye |
| J. Sanders | Aye |
| T. Bruner | Abstain |
| B. Brock | Aye |
| E. Lenz | Abstain |
| R. Lane | Aye |

## E. SCCA - Meal Charge Policy

Cheryl presented an updated Meal Charge policy for SCCA. With the SCCA school nutrition program currently using a kitchen location off site to prepare food and since they are no longer using an outside vendor to supply meals to students, it was recommended the lunch prices be dropped from $3.50 to $3.00 per student and the breakfast charge to be dropped from $2.50 to $2.00 per student.
D. Hendrickson made a motion to approve the amended Meal Charge policy as presented.
R. Lane seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| T. Bruner | Abstain |

## F. Formation of Governance Committee

M. Tabb made a motion to amend the agenda to include a section for formation of a Governance Committee.
D. Hendrickson seconded the motion.
The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| R. Collins | Aye |
| T. Smith | Aye |

**Roll Call**

| | |
|---|---|
| R. Hanks | Aye |
| E. Lenz | Aye |
| D. Hendrickson | Aye |
| J. Sanders | Aye |
| M. Tabb | Aye |
| R. Lane | Aye |
| T. Bruner | Abstain |
| B. Brock | Aye |

Melissa Tabb nominated Erin Lenz to be the chair of the Governance Committee and Kylie is charging this committee to plan a board retreat to further the success of the board.

D. Hendrickson made a motion to approve the election of Erin Lenz as chair of the Governance Committee.

M. Tabb seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| M. Tabb | Aye |
| D. Hendrickson | Aye |
| E. Lenz | Abstain |
| R. Lane | Aye |
| T. Bruner | Abstain |
| T. Smith | Aye |
| R. Collins | Aye |
| R. Hanks | Aye |
| B. Brock | Aye |
| J. Sanders | Aye |

David Hendrickson volunteered to serve on the Finance Committee and Jennifer Sanders volunteered to serve on the Governance Committee.

## V. Closing Items

### A. Adjourn Meeting

T. Bruner made a motion to adjourn the meeting.

D. Hendrickson seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

| | |
|---|---|
| R. Hanks | Aye |
| E. Lenz | Aye |
| T. Bruner | Aye |
| M. Tabb | Aye |
| R. Collins | Aye |
| D. Hendrickson | Aye |
| T. Smith | Aye |

**Roll Call**

| | |
|---|---|
| B. Brock | Aye |
| J. Sanders | Aye |
| R. Lane | Aye |

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:47 PM.

Respectfully Submitted,
T. Bruner