APPROVED

Da Vinci Schools

Minutes

Da Vinci Schools Regular Board Meeting

Date and Time
Wednesday June 23, 2021 at 6:00 PM

Da Vinci Schools ("DV") welcomes your participation at its Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of DV in public. Your participation assures us of continuing community interest in our schools. To assist you in speaking/participating in our meetings, the following guidelines are provided:

1. Teleconferencing will be conducted through Zoom. Join Zoom meeting at https://zoom.us/j/96001231172, Meeting ID: 960 0123 1172, or dial (669) 900-6833.
2. Agendas are available to all audience members on the Da Vinci Schools website at www.davincischools.org.
3. Audience members who wish may speak on any agenda items or under the general category of "Public Comments," which is time set aside for members of the audience to raise issues not specifically on the agenda. However, due to public meeting laws, the Board can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes each and total time allotted to non-agenda items will not exceed fifteen (15) minutes. Non-English speakers who use a translator shall have six (6) minutes in which to address the Board.
4. The Board may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
5. The chair will recognize such individuals who wish to speak on a specific agenda item at the appropriate time. When addressing the Board, speakers are requested to adhere to the time limits set forth, and to not repeat remarks made by those who preceded them.
6. Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public

inspection at 201 N. Douglas Street, El Segundo, CA 90245, during Business Office operating hours. Please contact the CEO's office at 310-725-5800.

The agenda and documents in the agenda packet will be made available, if requested, in appropriate alternative formats to any person with a disability as required by the ADA, 42 USC section 12132, and the federal rules and regulations adopted in implementation thereof. To request a disability-related modification or accommodation, including auxiliary aids or services, you must contact the CEO's office at 310-725-5800 at least 48 hours before a regular meeting, and at least 12 hours before a special meeting. (Government Code § 54954.2(a)(1).)

Trustees Present
B. Meath (remote), D. Boston (remote), D. Brann (remote), J. Morgan (remote), J. Webber (remote), R. Santiago (remote)

Trustees Absent
R. Ochoa

Trustees who arrived after the meeting opened
D. Boston

Guests Present
A. Johnson (remote), A. Wohlwerth (remote), Anthony Pur (remote), C. Levenson (remote), E. D'Souza (remote), J. Hawn (remote), K. Toon (remote), M. Amato (remote), M. Denniston (remote), M. Rainey (remote), M. Wunder (remote), R. Stoll (remote), S. Wallis (remote), V. Bravo (remote)

I. Opening Items

A. Call the Meeting to Order

D. Brann called a meeting of the board of trustees of Da Vinci Schools to order on Wednesday Jun 23, 2021 at 6:00 PM.

B. Record Attendance and Guests

C. Approval of Agenda

B. Meath made a motion to approve.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
J. Webber	Aye
R. Ochoa	Absent

Roll Call

B. Meath	Aye
D. Brann	Aye
D. Boston	Absent
R. Santiago	Aye

D. Public Comments

None

II. Information

A. From the Board

Dr. Webber commented that she attended the Science, Connect, and RISE graduation ceremonies. The RISE ceremony was particularly touching, and the Science and Connect ceremonies were excellent.

Mr. Meath acknowledged everyone's hard work in a very challenging year. He also acknowledged Dr. Mary Ring's retirement and his appreciation for her phenomenal work over the years for both Da Vinci and Wiseburn. Dr. Brann concurred, saying that Dr. Ring has earned a long break after her many contributions.

Dr. Brann also commented on the Wiseburn Da Vinci Wolves appearing in the news for one of its 2021 graduates, who will be playing football for UCLA in the fall.

Mr. Boston commented that he was pleased to participate in the Da Vinci Design graduation ceremony, and to attend the Science ceremony. Both went extremely smoothly, the students were excited to participate in the in-person ceremonies, and he thanked the staff for their excellent work.

Ms. Morgan noted that she concurred with each of the other board members, and encouraged staff to take a well-earned break.
D. Boston arrived at 6:06 PM.

B. From the CEO

Dr. Wunder thanked the entire leadership team and the board members for getting the schools through an extremely challenging year.

He commented on the soccer field, the relationship between Da Vinci and Wiseburn Unified School District, and the board's request for a 2021-22 analysis. He spoke of the difficulty in hiring teachers, saying that staff will present a staffing report to the board in the summer.

Regarding independent study, only 18 Da Vinci families want full remote work due to medical or other needs, so the staff will work with them on a case-by-case basis rather than creating an expanded remote learning program. Da Vinci is awaiting state guidance.

Dr. Wunder closed with a brief comment on the need to discuss a board retreat.

C. Financial Update

Mr. Amato presented the May financials, saying the PPP loan forgiveness has been received; the organization's cash position is strong, and will continue to gain in the next one to six months.

Mr. Amato commented that timing of expenses were unknown due to the pandemic.

The Fiscal Policies and Procedures Manual received minor updates on terminology and responsible parties, no material changes to the policies or procedures.

The CSMC agreement addresses the relationship with CSMC next year and into the future. The agreement accomplishes major goals like establishing pricing for the next five years, keeping the core CSMC team, and creating safeguards in case of major changes. Dr. Wunder added that Da Vinci has had a relationship with CSMC for 13 years. Brief discussion on the relationship ensued.

CharterSafe provides Da Vinci's workers' compensation, employer liability, officer, property, and cyber insurance coverage, among others. Changes to the policy reflect Da Vinci's growth and the increase in insurance premiums. Next March, Mr. Amato plans to give CharterSafe notice of non-renewal, and will ask for bids from CharterSafe and other companies. Mr. Boston inquired if there were statutory insurance limits that Da Vinci is required to keep. Mr. Amato responded that some limits are imposed by contracts, and he will look at the limits in the 2022-23 renewal period.

Mr. Amato presented the FY 21-22 budget, saying that it is very different from the 20-21 budget, due to the increased expenses of return to in-person learning, enrollment growth, stimulus funds, etc. Brief discussion on enrollment ensued.

Mr. Amato proceeded to cover personnel expenses, materials & supplies, and services/operating expenses, all of which are reflective of a full year of in-person school. Investments in capital assets were mentioned. Capital outlay includes depreciation and purchases over $5,000. Further brief discussion on step and column personnel expenses ensued.

CTE grant funds are now being spent. After deferred maintenance of $170,053, the budget surplus is projected to be $981,809. Risk factors are ADA percentages (Mr. Amato's 95% is a conservative estimate), Connect High School enrollment (Mr. Amato is

prepared to adjust if the enrollment numbers do not reach a target). Mr. Denniston added that variable special education expenses are another risk factor.

Dr. Brann pointed out that the Connect High School is a hybrid program, and so may require marketing, unlike Da Vinci Communications, Design, and Science. He also spoke about the State's placeholder budget, which is undergoing changes, and the potential need to revise Da Vinci's budget when the State budget is finalized. Mr. Denniston added that each year, there is potential for significant updates after the State's June budget is revealed. This year, updates will occur later than usual, but should be better than what Da Vinci is currently assuming.

Dr. Brann briefly spoke of the staff's recommended reserve of 20% and the need for stability. Dr. Wunder added that staff feels it wise to prepare for potential bad times and to look at an unrestricted endowment or rainy day fund for operational expenses.

D. Operations Update

Mr. Bravo spoke of the six graduation ceremonies (five for the Class of 2021, and one for just over 100 graduates from the Class of 2020).

Connect High School, DVX, and RISE Hawthorne will be moving in the summer, requiring the facilities, IT, and staff teams to put in extra work.

New health guidelines from the T1 Appendix will be implemented next week, and the Appendix K guidelines for robotics summer camp will be implemented as well.

Other summer facilities usage includes robotics camp, summer school, athletics practices, a film shoot, and Black Box Theater rental by a church.

Dr. Wunder shared that expenditures for weekend rentals will need to be examined. Energy, custodial, security, and specialized technology support are costly expenditures, and the rental fees may not cover all of our expenses. He acknowledged Mr. Bravo's expertise in balancing Da Vinci's needs with those of outside parties.

III. Approval of Minutes

A. Approval of Minutes of the May 26, 2021 Regular Da Vinci Schools Board Meeting

J. Morgan made a motion to approve the minutes from Da Vinci Schools Board Meeting on 05-26-21.
R. Santiago seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
D. Boston	Aye

Roll Call

B. Meath	Aye
R. Santiago	Aye
J. Morgan	Aye
R. Ochoa	Absent
J. Webber	Aye

B. Approval of Minutes of the June 14, 2021 Special Da Vinci Schools Board Meeting

J. Morgan made a motion to approve the minutes from Da Vinci Schools Special Board Meeting on 06-14-21.
R. Santiago seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
D. Brann	Aye
D. Boston	Aye
R. Santiago	Aye
B. Meath	Aye
J. Webber	Aye
R. Ochoa	Absent

IV. Consent Agenda

A. Accept Da Vinci Schools Payment Register - May 2021

J. Morgan made a motion to approve.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
D. Boston	Aye
J. Morgan	Aye
R. Santiago	Aye
R. Ochoa	Absent
J. Webber	Aye
B. Meath	Aye

B. Approve and Adopt the 2021-22 Budget

J. Morgan made a motion to approve and adopt the 2021-22 Budget.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa	Absent
B. Meath	Aye

Roll Call

D. Brann Aye
J. Morgan Aye
D. Boston Aye
J. Webber Aye
R. Santiago Aye

C. Approve Updated 2021-22 Da Vinci Schools Fiscal Policies and Procedures Manual

J. Morgan made a motion to approve Updated 2021-22 Da Vinci Schools Fiscal Policies and Procedures Manual.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan Aye
R. Ochoa Absent
R. Santiago Aye
B. Meath Aye
D. Boston Aye
D. Brann Aye
J. Webber Aye

D. Approve CSMC Service Contract for the 2021-22 School Year

Deferred until after Closed Session to give board members time to consider.

E. Approve CharterSafe Insurance Proposal for 2021-22 School Year

J. Morgan made a motion to approve CharterSafe Insurance Proposal for the 2021-22 School Year.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa Absent
J. Webber Aye
R. Santiago Aye
D. Boston Aye
D. Brann Aye
J. Morgan Aye
B. Meath Aye

F. Approve Designation of Unrestricted Reserves

J. Morgan made a motion to approve Designation of Unrestricted Reserves.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
D. Brann	Aye
D. Boston	Aye
J. Webber	Aye
R. Ochoa	Absent
R. Santiago	Aye
J. Morgan	Aye

G. Approve the Updated Certification of Signatures

J. Morgan made a motion to approve the Updated Certification of Signatures.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
R. Ochoa	Absent
B. Meath	Aye
J. Morgan	Aye
R. Santiago	Aye
J. Webber	Aye
D. Boston	Aye

H. Approve 2021-22 LCFF Budget Overview for Parents for Da Vinci Communications, Design, Science, and Connect

J. Morgan made a motion to approve the 2021-22 LCFF Budget Overview for Parents for Da Vinci Communications, Design, Science, and Connect.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
R. Ochoa	Absent
J. Webber	Aye
D. Boston	Aye
R. Santiago	Aye
B. Meath	Aye
D. Brann	Aye

I. Approve 2021-22 Local Control and Accountability Plans (LCAP) and ESSA Federal Addenda for Da Vinci Communications, Design, Science, and Connect

J. Morgan made a motion to approve 2021-22 Local Control and Accountability Plans (LCAP) and ESSA Federal Addenda for Da Vinci Communications, Design, Science, and Connect.
B. Meath seconded the motion.

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

Roll Call

B. Meath	Aye
R. Santiago	Aye
D. Boston	Aye
D. Brann	Aye
J. Morgan	Aye
J. Webber	Aye
R. Ochoa	Absent

J. Approve 2019-20 LCAP and 2020-21 LCP Annual Update for Da Vinci Communications, Design, Science, and Connect

J. Morgan made a motion to approve the 2019-20 LCAP and 2020-21 LCP Annual Update for Da Vinci Communications, Design, Science, and Connect.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
J. Webber	Aye
D. Boston	Aye
R. Ochoa	Absent
J. Morgan	Aye
D. Brann	Aye
R. Santiago	Aye

K. Approve and Adopt the Resolution Regarding the Education Protection Account for Da Vinci Communications

J. Morgan made a motion to approve and adopt the Resolution Regarding the Education Protection Account for Da Vinci Communications.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Santiago	Aye
B. Meath	Aye
J. Webber	Aye
D. Brann	Aye
R. Ochoa	Absent
D. Boston	Aye
J. Morgan	Aye

L. Approve and Adopt the Resolution Regarding the Education Protection Account for Da Vinci Design

J. Morgan made a motion to approve and adopt the Resolution Regarding the Education Protection Account for Da Vinci Design.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
B. Meath	Aye
R. Ochoa	Absent
D. Brann	Aye
R. Santiago	Aye
J. Webber	Aye
D. Boston	Aye

M. Approve and Adopt the Resolution Regarding the Education Protection Account for Da Vinci Science

J. Morgan made a motion to approve and adopt the Resolution Regarding the Education Protection Account for Da Vinci Science.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
R. Santiago	Aye
J. Webber	Aye
D. Brann	Aye
B. Meath	Aye
D. Boston	Aye
R. Ochoa	Absent

N. Approve and Adopt the Resolution Regarding the Education Protection Account for Da Vinci Connect

J. Morgan made a motion to approve and adopt the Resolution Regarding the Education Protection Account for Da Vinci Connect.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa	Absent
D. Boston	Aye
R. Santiago	Aye
B. Meath	Aye
D. Brann	Aye
J. Morgan	Aye
J. Webber	Aye

O.

Approve 2021-22 Pursuit of Title Funding for Da Vinci Communications, Design, Science, and Connect via the Consolidated Application

J. Morgan made a motion to approve 2021-22 Pursuit of Title Funding for Da Vinci Communications, Design, Science, and Connect via the Consolidated Application.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Santiago	Aye
J. Webber	Aye
R. Ochoa	Absent
J. Morgan	Aye
D. Brann	Aye
D. Boston	Aye
B. Meath	Aye

P. Approve and Adopt Annual CDE Dashboard Local Performance Indicators

J. Morgan made a motion to approve and adopt the Annual CDE Dashboard Local Performance Indicators.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
J. Webber	Aye
R. Santiago	Aye
D. Boston	Aye
D. Brann	Aye
B. Meath	Aye
R. Ochoa	Absent

Q. Approve Da Vinci Schools Updated Grades and Achievement Policy

Dr. Hawn explained that both the updated Grades and Achievement policy and Updated Graduation Requirements incorporate Connect High School.
J. Morgan made a motion to approve the Da Vinci Schools Updated Grades and Achievement Policy.
J. Webber seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
R. Santiago	Aye
R. Ochoa	Absent
J. Webber	Aye
J. Morgan	Aye
D. Boston	Aye

Roll Call

B. Meath Aye

R. Approve and Adopt Resolution for Updated Graduation Requirements

Dr. Hawn explained that both the updated Grades and Achievement policy and Updated Graduation Requirements incorporate Connect High School.
J. Morgan made a motion to approve and adopt the Resolution for Updated Graduation Requirements.
J. Webber seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan Aye
D. Boston Aye
B. Meath Aye
R. Ochoa Absent
R. Santiago Aye
D. Brann Aye
J. Webber Aye

S. Approve 2021-2023 Student Teaching Agreement between California State University Dominguez Hills and Da Vinci Schools

J. Morgan made a motion to approve 2021-2023 Student Teaching Agreement Between California State University Dominguez Hills and Da Vinci Schools.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan Aye
D. Boston Aye
B. Meath Aye
R. Ochoa Absent
D. Brann Aye
J. Webber Aye
R. Santiago Aye

T. Approve Real World Learning Coordinator Position and Pay Scale

Dr. Hawn explained that this additional position will work with the existing position for DVX and Connect High School. Dr. Wunder added that thanks to Ms. Levenson's work, the Strong Workforce Partnership grant may be used for this. Ms. Morgan expressed her enthusiasm for the program.

Further discussion on the topic of STEM education and the workforce pipeline and partnerships ensued.

J. Morgan made a motion to approve the Real World Learning Coordinator Position and Pay Scale.
J. Webber seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Brann	Aye
J. Webber	Aye
B. Meath	Aye
D. Boston	Aye
R. Santiago	Aye
J. Morgan	Aye
R. Ochoa	Absent

U. Approve Da Vinci Schools 2021-22 Board Meeting Calendar

J. Morgan made a motion to approve the Da Vinci Schools 2021-22 Board Meeting Calendar.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Aye
J. Morgan	Aye
D. Brann	Aye
B. Meath	Aye
J. Webber	Aye
R. Santiago	Aye
R. Ochoa	Absent

V. Approve Term Renewal for Da Vinci Schools Board Member Jo Webber

J. Morgan made a motion to approve the Term Renewal for Da Vinci Schools Board Member Jo Webber.
B. Meath seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
R. Santiago	Aye
R. Ochoa	Absent
J. Morgan	Aye
D. Boston	Aye
J. Webber	Aye
D. Brann	Aye

V. Discussion and Board Action

A.

Discussion of Soccer Field

Dr. Brann expressed his dismay at the report that Wiseburn believed that the high school campus was delivered to Da Vinci completely finished. He takes issue with the fact that the District expects Da Vinci to pay for half of the cost of the soccer field completion when Da Vinci hasn't been given credit for the millions that it has already invested in the campus. He also commented on safety concerns with artificial turf.

Mr. Meath shared that he feels comfortable moving forward with the expected $500K, up to $700K, to complete the field for the students, although he sympathizes with Dr. Brann's frustration.

Dr. Webber acknowledged that she has not been present for the entire history of the facilities, but that for the students' sake, the field should be installed. As an AYSO coach, she is familiar with the artificial turf and reminded the group of the cost of maintaining a natural turf field.

Dr. Wunder asked Mr. Bravo to do research into natural vs. artificial turf.
Ms. Morgan asked which organization is to make the decision on what type of turf to install. Dr. Webber noted that she believes it is Da Vinci's decision, especially as Da Vinci is offering the district an olive branch by agreeing to pay for 50% of the cost. Dr. Wunder commented that it is a Wiseburn facility and that Mr. Bañuelos and Mr. Martinez, being in the school construction business, would probably want to be involved in the project.

Further discussion ensued.
Discussion on tabling the item ensued.

VI. Action Items

A. Approve Da Vinci Schools Contributing 50% of Total Cost to Construct Soccer Field up to $700K Conditioned Upon the Wiseburn Unified School District Board of Trustees Taking Formal Action to Approve Contributing 50% of Total Costs to Construct Soccer Field

J. Morgan made a motion to approve.
J. Webber seconded the motion.
The motion did not carry.

Roll Call

D. Brann	No
J. Webber	Aye
R. Santiago	Aye
B. Meath	No
J. Morgan	Aye
D. Boston	No
R. Ochoa	Absent

The Board supports moving forward with the soccer field, and is willing to try to work for a solution that would achieve consensus. Dr. Brann directed Dr. Wunder and staff to bring back the item in early July.

B. Approve Lease Agreement for 550 Continental Blvd. Space for Da Vinci Connect High School and DVX

The item was deferred until after Closed Session.

C. Approve 2.5% One-Time Compensation Increase for Jennifer Hawn, COO/Deputy Superintendent

B. Meath made a motion to approve a 2.5% One-Time Compensation Increase for Jennifer Hawn, COO/Deputy Superintendent.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
J. Morgan	Aye
R. Santiago	Aye
D. Boston	Aye
R. Ochoa	Absent
D. Brann	Aye
J. Webber	Aye

D. Approve 2.5% One-Time Compensation Increase for Vicente Bravo, CAO/Assistant Superintendent

R. Santiago made a motion to approve.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

D. Boston	Aye
B. Meath	Aye
J. Morgan	Aye
R. Ochoa	Absent
R. Santiago	Aye
J. Webber	Aye
D. Brann	Aye

E. Approve 2.5% One-Time Compensation Increase for Michael Amato, CFO

J. Webber made a motion to approve.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Meath	Aye
J. Morgan	Aye
D. Boston	Aye
D. Brann	Aye
R. Santiago	Aye
J. Webber	Aye
R. Ochoa	Absent

VII. Closed Session

A. Conference with Legal Counsel

Closed Session entered at 8:39 p.m.

VIII. Closing Items

A. Reconvene for Public Session & Closed Session Reporting

The board reconvened for public session at 9:28 p.m.
Dr. Brann reported that no action was taken in Closed Session.
Brief discussion of the Superintendent's contract ensued. Dr. Brann, Dr. Webber, and Mr. Meath will work on the contract for approval at the July meeting.

The five-year 550 Continental Lease agreement for Connect High School and DVX was discussed. Dr. Brann requested he and Dr. Wunder work to clarify certain aspects of the contract such as total square footage, prior to board approval. Staff is working on a transition plan in the event construction is not complete by the beginning of the school year.

Dr. Brann requested a motion on the lease.
J. Webber made a motion to approve the 550 Continental Lease agreement, subject to negotiation of slight revisions at Dr. Brann and Dr. Wunder's discretion.
J. Morgan seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

R. Ochoa	Absent
D. Brann	Aye
B. Meath	Aye
J. Webber	Aye
R. Santiago	Aye
J. Morgan	Aye
D. Boston	Aye

Regarding the proposed CSMC contract, Mr. Meath acknowledged the quality work CSMC has done for Da Vinci and the generous discount they have offered, but would like to have the option to alter the contract after three years. He requested Mr. Amato, Mr. Denniston, and Dr. Wunder return a shorter term contract to the board. Mr. Meath would like to see Mr. Amato's long term thinking. Dr. Webber agreed that the term should be three years. Dr. Brann asked staff to bring back a modified contract in the July 21 meeting.

B. Adjourn Meeting

J. Morgan made a motion to adjourn.
J. Webber seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

J. Morgan	Aye
R. Ochoa	Absent
D. Boston	Aye
J. Webber	Aye
B. Meath	Aye
R. Santiago	Aye
D. Brann	Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:38 PM.

Respectfully Submitted,
A. Wohlwerth