

NO: XV
Minutes of the
Board of School Directors
DERRY TOWNSHIP SCHOOL DISTRICT
Hershey, PA 17033

April 28, 2008

OPENING ITEMS

1.01 Call to Order

A meeting of the Board of School Directors, Derry Township School District was held on Monday, April 28, 2008, in the District Office Board Room. Mr. Charles Stover, Board President, called the meeting to order at 7:05 p.m.

1.02 Roll Call

Directors Present:

Mrs. Beulah Chabal
Dr. Donna Cronin
Dr. Henry Donahue
Mr. John Gräb
Mr. Alan Malkoff
Mrs. Ellen Sheffey
Dr. William Parrish
Mr. Charles Stover

Excused:

Mr. Christopher Barrett

Superintendent:

Dr. Linda Brewer

Secretary:

Mr. Stephen Rineer

Student Representatives:

Kaitlynn Shank
John Snyder

Press:

Mr. Dave Hunt	HERSHEY CHRONICLE
Mr. Drew Weidman	THE SUN
Mr. Daniel Victor	PATRIOT NEWS

Representatives of the Administrative Staff: Mr. Dan Tredinnick, Mr. Mike Murphy, Mr. Ed Consalo, Mr. Sam Elias, Mr. Al Harding, Ms. Sue King, Ms. Jackie Castleman, Dr. David Lillenstein, Ms. Lisa Sviben Miller, Ms. Lynn Dell, and Mr. Dave Yarian.

Representatives of the Staff and Community: Cindy Hertz, Diane Sullivan, Natalie Sullivan, Bunny Hottenstein, Kaitlynn Shank, Julie A. Neal, Nathaniel J. Martin, Mary Suminski, Debra Yodfat, Jill Habig, Loir Peck, John Snyder, Julie Woodring, Judy Woodring, Brett Harwood, Mike Hulse, and Megan G. Hulse.

1.03 Flag Salute

Mrs. Chabal led those gathered in the Salute to the American Flag.

REVIEW AND APPROVAL OF MINUTES

2.01 Approval of April 14, 2008 School Board Meeting Minutes

A motion was made by Mrs. Chabal and seconded by Mr. Malkoff to approve the minutes of April 14, 2008 Board meeting. All Board members present signified by a Yes vote.

MOTION CARRIED

INFORMATION AND PROPOSALS

3.01 Announcement of Executive Session

Mr. Stover announced the Board met in executive session prior to the meeting to discuss matters related to personnel. All members of the Board were present except Mr. Barrett who was excused.

3.02 Recognition of Citizens (Agenda Items)

None.

3.03 Recognition of Students

Mr. Tredinnick and Mr. Murphy presented a brief video presentation recognizing Ms. Maureen McGowan and Ms. Jennifer Frielle as the April Students of the Month.

3.04 Standing Committee Reports

General Services and Finance Committee Standing Committees:

Mr. Gräb reported that both the General Services and Finance Committees had a combined meeting on April 23. Two items of interest discussed were the conditions of the track near the high school and the deteriorating conditions of some of the playing fields that the teams utilize. While the committee hoped to address these issues through an alternative revenue stream, the items were turned over to the Finance Committee for further discussion.

3.05 Presentation - Preliminary Budget 2008-09

Dr. Brewer provided a summary of the 2008-09 proposed preliminary budget highlighting the following points: operating expenditure history, 2008-09 expenditures by function and object, major expenditure impacts, relative savings in expenditures from 2007-08 compared to the 2008-09 budget, and 2008-09 revenues. The proposed preliminary budget will be voted on at the May 12, 2008 Board Meeting, and following that will be placed on public review until the final budget vote on June 9.

Dr. Brewer concluded her presentation with thanks to General Services Standing Committee, the Finance Committee, Steve Rineer and the Business Office, along with the directors and building administrators for their support, expertise, commitment and time to this very detailed process.

Question: Clarification on what 8% in the reserve fund represents on the daily operating budget in the event that an emergency occurs. Mr. Rineer responded that while the fund balance is healthy, it is not excessively so and the current amount in the fund balance equals approximately 8 weeks of operating revenues.

Comment: The reserves show that the District's goal is to maintain very healthy financial position and manage the District as prudently as possible. The School District has one of the highest debt ratings in the local area. When the time comes to go to the capital markets to borrow, having that high debt rating is extremely important.

Question: What does the 3% increase represent in dollars? Mr. Rineer agreed that the approximate amount is slightly less than \$1.5 million.

Comment: A Board member noted his thanks to the administration for their tireless efforts and the comfort level that is being developed with the budgeting process. Each year the District is hitting the projections and that is extremely important to the Board.

UNFINISHED BUSINESS

4.01 Unfinished Business

None.

NEW BUSINESS

5.01 Approval of Finance Report for March 2008

Mr. Rineer presented the finance report for March 2008.

1.	The Treasurer's Report for the month ending March 31, 2008 is summarized as follows:	
	• General Fund Revenues	\$1,689,958
	• General Fund Expenditures	3,432,598
	• Balance of Cash Plus Investments	18,620,821
2.	The listed schedule of investment transactions for the period beginning March 1, 2008 through March 31, 2008 has total interest earnings of \$123,966 comprised of the following:	
	• General Fund	\$7,296
	• Certificates of Deposit	105,456
	• PA School District Liquid Asset Fund	263
	• PA Local Government Investment Trust	10,951
	The average interest rate for March 2008 was 3.49%	
3.	The March 2008 expenditures for the paid bills for all funds total \$1,680,826 excluding net payroll, retirement contributions, and debt service.	
4.	The April 2008 expenditures for the unpaid bills for all funds total \$956,712.	
5.	The estimated expenditures of the General Fund for the month of April 2008 are in the following amounts:	
	• Operating Expenses	\$1,300,000

	• Utilities	167,500
	• Net Payroll	1,131,000
	• Employer Provided Insurance	326,000
	• Payroll Deductions	671,000
	• Employer Payroll Taxes (FICA/RET)	131,000
	• Debt Service	<u>8,280</u>
	Total Estimated Expenditures	\$3,734,780

Mr. Malkoff moved the Board approve the financial report and was seconded by Dr. Parrish. All in favor, none opposed.

MOTION CARRIED

5.02 Budget Transfers

Section 687 (d) of the Public School Code provides: The Board of School Directors shall have the power to authorize the transfer of any unencumbered balance, or any portion thereof, from one class of expenditures or item, to another, but such action shall be taken only during the last nine (9) months of the Fiscal Year."

The Administration recommended the Board authorize the April 2008 budget transfers.

Mr. Malkoff moved the Board approve the request and was seconded by Mrs. Chabal. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.03 Approval of Bond Resolution

Dr. Brewer indicated that Mr. Lou Verdelli of RBC Capital Markets and Mr. Richard Wood of Rhoads & Sinon, LLP would review the Board information regarding the sale of bonds in the aggregate amount of \$27,000,000 for refunding certain outstanding bonds, undertaking certain capital projects, and paying related cost fees and expenses.

The Administration recommended Bond Counsel be authorized to proceed with closing the sale of bonds that was conducted Thursday, April 24, 2008 and to adopt the necessary resolution developed by Rhodes & Sinon authorizing the indebtedness and the issuance of the bonds in accordance with the Pennsylvania Local Government Unit Debt Act.

A RESOLUTION

OF THE BOARD OF SCHOOL DIRECTORS OF THIS SCHOOL DISTRICT INCURRING NONELECTORAL DEBT TO BE EVIDENCED BY ITS GENERAL OBLIGATION BONDS, SERIES OF 2008 IN THE AGGREGATE PRINCIPAL AMOUNT OF \$27,000,000, FOR THE FOLLOWING PURPOSES: (A) CURRENTLY REFUNDING THIS SCHOOL DISTRICT'S: (1) GENERAL OBLIGATION BONDS, SERIES OF 2003; (2) GENERAL OBLIGATION BONDS, SERIES A OF 2003; AND (3) GENERAL OBLIGATION BONDS, SERIES OF 2004; AND (4) GENERAL OBLIGATION NOTE, SERIES OF 2006; (B) CAPITAL PROJECTS CONSISTING OF PLANNING, DESIGNING, ACQUIRING, CONSTRUCTING, FURNISHING AND EQUIPPING ALTERATIONS, RENOVATIONS AND IMPROVEMENTS TO THE ELEMENTARY SCHOOL BUILDING AND FACILITIES OF THIS SCHOOL DISTRICT; AND (C) PAYING RELATED COSTS, FEES AND EXPENSES; COMBINING THE REFUNDING PROJECTS AND CAPITAL PROJECTS AS A SINGLE PROJECT; ACCEPTING A CERTAIN PROPOSAL FOR PURCHASE OF SUCH BONDS AT PRIVATE SALE BY NEGOTIATION; SETTING FORTH THE TERMS AND SUBSTANTIAL FORM OF SUCH BONDS; PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER OF THE SCHOOL DISTRICT; APPOINTING A PAYING AGENT AND A SINKING FUND DEPOSITARY; SETTING FORTH CERTAIN COVENANTS AND REPRESENTATIONS; AUTHORIZING APPROPRIATE OFFICERS TO TAKE CERTAIN ACTIONS AND TO EXECUTE CERTAIN DOCUMENTS; AUTHORIZING REDEMPTION OF SAID 2003 BONDS, 2003 A BONDS, 2004 BONDS AND 2006 NOTE; AND REPEALING ALL RESOLUTIONS OR PARTS OF RESOLUTIONS INsofar AS THE SAME SHALL BE INCONSISTENT HEREWITH."

Mr. Lou Verdelli presented details concerning the refinancing of several of the District's bond issues highlighting the following issues: refinancing opportunities, new money borrowing (\$6 million of additional funds), final bond issue size (\$25,655,000) with a bond yield of 3.49% fixed for 16 years, and the District's high credit rating of AA(2) and how debt ratings are assigned.

Question: How many years has the District been able to meet the AA(2) rating? Mr. Verdelli noted that beginning in 2004, the District received the upgrade from AA(3).

Question: Is the District on par with the 5 other districts that have higher ratings? Mr. Verdelli responded that with respect to fund balances and tax collection data, the District is on par with the others, but in overall tax base, those numbers are much larger.

Question: The Moody's report pointed out the Hershey Corporation as the main contributor to taxes and since the College of Medicine and the Medical Center do not contribute taxes, even though a large number of people are employed there, including some living within the township, that has no effect on the rating? Mr. Verdelli noted that it does, but very little.

Question: A clarification of the final number: the current refunding is approximately \$19.5 million and \$6 million is being added bringing the total to the \$25,655,000. If just the \$19.5 million were to be refinanced, how much is the savings if the \$6 million was not added? Mr. Verdelli stated that the savings would be approximately \$190,000 from refinancing the existing debt.

Question: Would the payments be lower each year? Mr. Verdelli responded that it would only be a one time reduction in the debt service from the refunding.

Question: Looking at both extremes, how much could the District save by not adding the additional money to lower the burden of a tax increase, and on the other end, if the rate is so good, what is the rationale to limit the amount to just \$6 million? Mr. Verdelli responded that the same discussion was brought up during the General Services meeting. Borrowing more than can fit into the existing debt and more than the refunding savings can take away ended up being right at the \$6 million mark.

Question: Why is the \$190,000 only a one time savings when it is such a significant amount? Mr. Verdelli explained that only a few years were left on the older bond issues to benefit from the low interest rate and only so much savings can be generated out of that. While it's probably not the most savings, if the rates were just 25 basis points higher, there would be virtually no savings at all and the District would not be able to proceed with the transaction. It is all a function of how much time do we have on the bond issues to benefit from the lower rate.

Mr. Wood reviewed the Resolution noting that the Resolution was advertised 3 days in advance of the Board meeting. In addition, a draft copy was available with the Board Secretary for inspection and forwarded to the Board members for review.

Mr. Wood noted the following changes to the Resolution: a decrease in size from \$27 million to \$25,655,000; Section 4 – the actual purchase price for the bonds has been incorporated; Section 18 – the pledge of full faith, credit and taxing power in support of the covenant to budget, appropriate, and pay on a timely basis the principle and interest of the bonds; Section 28 – the setting forth of all mechanics for the appropriate retirement and redemption of the bonds that are being refunded. In addition to the changes in the Resolution, Mr. Woods explained that collateralized CDs would be used to hold the bond proceeds as a safeguard to ensure that appropriate funds will be available on June 3 and also on September 1

Mr. Gräb moved the Board approve the request and was seconded by Mrs. Chabal.

Comment: Mr. Stover read a statement from Mr. Barrett expressing his concurrence with the recommendation concerning the preliminary 2008-09 preliminary fiscal year budget in addition to the new capital initiatives that have been proposed.

Mr. Stover noted to the members of the Fourth Estate that a press release has been prepared and will be provided.

All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.04 Appointment of Special Counsel

The Administration recommended the appointment of James H. Thomas, Blakinger, Byler and Thomas, P.C., as special counsel for certain real estate matters where a conflict of interest may exist with respect to the District's Solicitor. Compensation shall be at mutually agreed hourly rates.

Mrs. Chabal moved the Board approve the request and was seconded by Mr. Malkoff. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.05 Approval of Textbooks

The Administration recommended the approval of the following textbooks for the use in the 2008-09 school year.

High School:	
Curricular Area:	Science
Subject/Course:	Advanced Placement Environmental Science
Title:	Environment 6th Edition
Publisher:	John Wiley and Sons, Inc.
Author:	Peter H. Raven and Linda R. Berg
Copyright:	2008
High School:	
Curricular Area:	English
Subject/Course:	Communications
Title:	Media and Culture: An Introduction to Mass Communication

<i>Publisher:</i>	Bedford/St. Martin's
<i>Author:</i>	Richard Campbell, Christopher R. Martin, and Bettina Fabos
<i>Copyright:</i>	2008

Dr. Cronin moved the Board approve the request and was seconded by Dr. Parrish. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.06 Approval of Policies: 003 – Functions, 003.1 Communications, 004 Membership, 005 Organization, 006 Meetings, 008 Organization and Administrative Relationships, 011 Board Governance Standards/Code of Conduct

The Administration recommended the approval of Policies: 003 Functions, 003.1 Communications, 004 Membership, 005 Organization, 006 Meetings, 008 Organization and Administrative Relationships, and 011 Board Governance Standards/Code of Conduct of the Derry Township School District Policy Manual which has been on public review for thirty days in the following locations: Hershey Public Library, Derry Township Tax Office, Derry Township Municipal Office, Hershey High School Library, and the District Office.

Mrs. Chabal moved the Board approve the request and was seconded by Dr. Cronin. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.07 Approval of Thirty-Day Review of Policies: 625 Maintenance of Fund Balance, 625.1 Capital Reserve Fund

The Administration recommended the approval of Thirty-Day Review of Policies: 625 Maintenance of Fund Balance and 625.1 Capital Reserve Fund of the Derry Township School District Policy Manual in the following locations: Hershey Public Library, Derry Township Tax Office, Derry Township Municipal Office, Hershey High School Library, and the District Office.

Dr. Parish moved the Board approve the request and was seconded by Mr. Malkoff.

Comment: Mrs. Chabal made a comment that these policies are one of the reasons this District is able to be fiscally responsible. This is a restricted balance that will be used for capital reserve programs. She expressed her delight that the District is at this point.

All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.08 Approval of Overnight Field Trip/Excursion - Pennsylvania Junior Academy of Science - Penn State - May 2008

The Administration recommended the approval of the following overnight field trip/excursion:

<i>Group:</i>	Pennsylvania Junior Academy of Science
<i>Destination:</i>	Penn State University
<i>Purpose:</i>	State-level Science Competition
<i>From:</i>	May 18, 2008
<i>Until:</i>	May 20, 2008
<i>Trip Leaders:</i>	Jason Sibbach and JoAnn Delaney

Dr. Cronin moved the Board approve the request and was seconded by Mr. Malkoff. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.09 Requests for the Use of School Facilities

The Administration recommended the approval of the Requests for the Use of Facilities:

<i>Group:</i>	The Alley Cats
<i>Date/Time:</i>	May 9, 2008
<i>Requested Facility:</i>	Middle School Auditorium, Band Room, Cafeteria Area
<i>Event:</i>	Public Concert
<i>Fee:</i>	As per Lease Agreement (Proceeds benefit Derry Township School District Music Department)

<i>Group:</i>	Wilkes University
<i>Date/Time:</i>	Tuesday and Thursdays May 13 - June 19, 2008

	4:45 - 8:15 p.m.
<i>Requested Facility:</i>	District Office - Room A
<i>Event:</i>	Summer Semester Class
<i>Fee:</i>	None

<i>Group:</i>	Hershey Lions Club
<i>Date/Time:</i>	September 28, 2008
<i>Requested Facility:</i>	High School Kitchen & Cafeteria
<i>Event:</i>	Spaghetti Dinner
<i>Fee:</i>	As per Lease Agreement

Mr. Malkoff moved the Board approve the request and was seconded by Mrs. Sheffey. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.10 Personnel - Resignations

The Administration recommended the approval of the following resignations:

Classified:
Edwards, Cecelia Teacher's Aide Early Childhood Center Reason: Retirement Effective: 06/06/08
Messick, Michael Bus Driver/Summer Groundskeeper District-wide Reason: Personal Effective: Retroactive to 04/19/08

Dr. Cronin moved the Board approve the request and was seconded by Dr. Parrish. All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

5.11 Personnel – General

1.	The Administration recommended the approval of the following appointments:
	Professional:
	<p>Buttolph, Erin, (replacing Jennifer Myer) Spanish Teacher High School Temporary Professional Bachelors, Step 1 Salary: \$40,281.25 Effective: 08/18/08 (pending receipt of PA Teaching Certificate)</p>
	<p>Cropper, Laura * (new position) Grade 3 Teacher Elementary School Temporary Professional Bachelors, Step 1 Salary: \$40,281.25 Effective: 08/18/08</p>
	<p>Guydo, Keith (replacing Michael Hamilton) Mathematics Teacher High School Temporary Professional Bachelors, Step 1 Salary: \$40,281.25 Effective: 08/18/08</p>
	<p>Ricker, Keri (new position) Mathematics Teacher High School Temporary Professional Bachelors, Step 1 Salary: \$40,281.25 Effective: 08/18/08 (pending receipt of PA Teaching Certificate)</p>
	<p>Vondran, Kimberly (replacing Diane Weigard) Grade 2 Teacher Elementary School Temporary Professional Bachelors, Step 1 Salary: \$40,281.25 Effective: 08/18/08 (pending receipt of PA Teaching Certificate)</p>
	<p>Witwer, Melody * (replacing Althea Cirillo) Learning Support Teacher High School Temporary Professional Bachelors, Step 1</p>

	Salary: \$40,281.25 Effective: 08/18/08
	Transfer of Professional Staff:
	Painter, Mark * From: Technology Integration Specialist District-wide To: 1/2 Information Systems Processing Technology Teacher and 1/2 Technology Coach (new position) High School Effective: 08/21/08
	Snyder, Leann * From: Title I Remedial Math Elementary School To: Math Coach/Math Intervention Specialist (new position) Elementary School Effective: 08/21/08
	Classified:
	Fetter, Dean (replacing M. Catherine Yoder) Custodian High School Full-time, 8 hours per day Salary: \$12.44 per hour Effective: 04/29/08
	Limited Service Contract:
	Filan, Laura * Reinstate to Assistant Track and Field Coach Middle School Level III, Group C, Step 1 Salary: \$1,300 Effective: 04/29/08
2.	The Administration recommended the approval of the following individuals as medical volunteers for the Derry Township Environmental Education Retreat:
	May 19-21, 2008 at Camp Kenbrook
	Pamela Warlow, RN (pending receipt of Act 151 clearance) Theresa Stapleton, RN
	May 21-23, 2008 at Camp Kenbrook
	Daniel Williams, MD Christopher Zachary, MD Sheldon Lamoreaux, Jr., RN
	May 28-30, 2008 at Sandy Hill
	Robin Collier, RN

	Maureen Goldman, RN (pending receipt of Act 34 & 151 clearances) Jeffrey Miller, MD (pending receipt of Act 34 & 151 clearances)
3.	The Administration recommended the approval of the following personnel for 2008 summer employment:
	Geib, Daniel * Summer Groundskeeper 8 hours per day Salary: \$11.00 per hour Effective: 06/09/08
	Jamison, Wallace Summer Custodian 8 hours per day Salary: \$11.00 per hour Effective: 06/09/08 (pending receipt of Act 34 & 151 clearances)
	Williams, Justin Summer Painting 8 hours per day Salary: \$11.00 per hour Effective: 06/09/08 (pending receipt of Act 34 & 151 clearances)
4.	The Administration recommended the approval of the Limited Service Contract List for the 2008 Summer School Staff, contingent upon enrollment, as attached.
5.	The Administration recommended the approval of the following additions to the Substitute List for the 2008-09 school year:
	Graham, Kathleen * M.Ed. in Teaching and Curriculum from Penn State University
	Sollenberger, Joseph * M.Ed. in Chemistry from Shippensburg University
	* This individual is currently an employee and/or volunteer. Clearances are on file.

Mrs. Chabal moved the Board approve the request and was seconded by Mrs. Sheffey.

Discussion: Dr. Cronin asked if the new positions were pending on the final budget approval. Dr. Brewer noted that the positions do not represent any new dollars in the budget and that approval is received from the Finance Committee and the HR Committee to recruit staff.

All Board members present voted in favor of the motion on a voice vote.

MOTION CARRIED

DELEGATES REPORTS

6.01 Dauphin County Technical School Report

No report.

6.02 Derry Township Tax Collection Association Report

Mr. Malkoff reported the meeting for April was cancelled. The next meeting is scheduled for May 29, 2008.

6.03 Harrisburg Area Community College Report

No report.

6.04 Capital Area Intermediate Unit Report

Mrs. Sheffey reported the Capital Area Intermediate Unit is opening a new school for severely disabled children. The Hilltop School will be a center based school serving children whose needs cannot adequately be addressed in a less restrictive setting in their home school.

SPECIAL REPORTS

7.01 Announcement of Staff Development Conferences

Dr. Brewer reported the following staff development conferences:

Kathleen Cantore, David Cavic, Robert Dailey, Joy Graeff, Darin Hicketier College Preparatory Mathematics National Summer Conference Annapolis, Maryland July 25 - 26, 2008 Expenses: \$480.00 (Each)

Michelle O'Brien, Shari Taylor-Stuckey AP Language and Composition The College of William and Mary July 28 - August 1, 2008 Expenses: \$1,375.00 (Each)

Stephen Koons Lewes AP Summer Institute Lewes, Delaware

August 5 - 8, 2008
Expenses: \$1,625.00

Kristie Cavallaro
Finger Lakes College Tour
Syracuse University and Ithaca College, NY
September 21 - 24, 2008
Expense: \$265.00

7.02 Student Representatives' Report

No report.

7.03 School and Community Information Report

Mr. Tredinnick invited all present to the series of spring concerns that will be starting in the various buildings throughout the District. The first concert begins on May 1 and everyone is encouraged to attend.

7.04 Board Members' Report

No report.

7.05 Superintendent's Report

No report.

7.06 Board President's Report

No report.

8.01 Recognition Of Citizens On Non-Agenda Items

Diane Sullivan: Noted her concerns of substance availability within the District and the reporting of all drug incidents that occur on school property and school sponsored activities to the School Resource Officer. Ms. Sullivan also encouraged the Board to make some revisions to the Community Task Force Survey and review all employee's personnel files before hire or re-hire.

Mr. Stover thanked Mrs. Sullivan for her comments and encouraged anyone who had any information of wrongdoing, to come forward and provide it to the Board. Mr. Stover guaranteed that all reports would be investigated.

(NOTE: Audiotape ran to completion following Ms. Sullivan's comments)

Brett Harwood: Provided some additional concerns to the Board regarding bullying within the District.

ADJOURNMENT

9.01 Adjournment

Mr. Stover announced the next Board meeting would be on May 12, 2008 at 7:00 p.m. in the District Board Room.

Mrs. Chabal moved to adjourn, with a second by Dr. Cronin and, approved by unanimous voice vote by all members. The meeting was adjourned at 8:52 p.m.

Respectfully submitted,

Stephen E. Rineer
Secretary to the Board
Approved at the May 12, 2008 meeting

Charles Stover
President of the Board

LDM