

MINUTES
 CATASAUQUA AREA SCHOOL DISTRICT
 Tuesday, January 14, 2025
 7:00 PM – District Administration Office

1. **CALL TO ORDER** **President, Dale Hein**
President, Dale Hein Called the Meeting to Order at 7:05 P.M
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
The Pledge of Allegiance was given
3. **ROLL CALL**

<i>Board Members</i>		<i>Non-Board Members</i>	
<i>Dale Hein, President</i>	<i>X</i>	<i>Dave Knerr</i>	<i>P</i>
<i>Jillian Emert, Vice President</i>	<i>X</i>	<i>Christina Lutz-Doemling</i>	<i>X</i>
<i>Jason Bashaw, Secretary</i>		<i>Lindsey Wallace</i>	<i>X</i>
<i>Christy Cooper, Treasurer</i>	<i>X</i>	<i>Paul Reilly</i>	
<i>Lauren Cieslak</i>	<i>X</i>	<i>Eric Dauberman</i>	<i>X</i>
<i>Eric DeLabar</i>	<i>X</i>	<i>Melissa Inselmann</i>	<i>X</i>
<i>Shawn McGinley</i>	<i>X</i>	<i>David Todd</i>	<i>X</i>
<i>Jeremy Smale</i>	<i>X</i>	<i>Robert Kucharczuk</i>	<i>X</i>
<i>Jamie Nattress</i>	<i>X</i>	<i>Thomas Moll</i>	
<i>Student Representatives</i>		<i>Daniel Kotran</i>	<i>X</i>
<i>Ayden Wellington</i>		<i>Patrick McNulty</i>	<i>X</i>
<i>David Janoski</i>	<i>X</i>		

X=Present

P=Phone Present

Visitors: See list inserted in permanent minute book

4. **NOTICE OF EXECUTIVE SESSIONS**
 - A. Executive Session for Legal and Personnel Reasons at 6:00 P.M.
An Executive Session was held until 7:00 P.M
5. **PRESENTATIONS/AUDIENCE INPUT ON AGENDA**
 - A. Sheckler Elementary School Students of the Month – Dr. Robert Kucharczuk

<i>Macie Daniels</i>	<i>Jordyn Clinton</i>	<i>Savannah Judy</i>	<i>Kennedy Schuster</i>	<i>Ben Wisser</i>	<i>Lyla Caverly</i>

- B. School Board Director Recognition Month – Dr. Christina Lutz-Doemling
Dr. Christina Lutz-Doemling introduced each building principal, who then facilitated student-led presentations and presented thoughtful gifts as a token of appreciation for the hard work and dedication of the Catasauqua Area School District Board of School Directors. Dr. Lutz-Doemling also presented awards to specific board members in recognition of their years of service.
- C. CASD - District-Wide Feasibility Study Update – Adam Kerr, EI Associates
Presented an updated Feasibility Study via telephone. Mr. Hein noted the study was also posted on our website along with a copy available in the district office.
- D. Catasauqua High School Roof Project Update - Alyssa Wingenfield, McClure Company
Presented an overview addressing the CHS roof needs. \$3,060,727.00 less Facility Improvement Grant (C000090619) of (1,000,000.00) for a next cost to district of \$2,060,727.00.
- E. Financing Discussion - Brad Remig, PFM Financial Advisors LLC
Mr. Brad Remig, Managing Director from PFM, provided an overview of the district's financing options.

6. ADMINISTRATION/BOARD DISCUSSION & REPORTS

- A. Academics and Education - Melissa Inselmann
- *I will have several items for the committee to review at our February 5th Academics and Education Committee meeting. Currently, we have Winter High School Keystone testing. David, Paul, Dan, and Audrey have been doing a great job ensuring the technology needed for the online assessments is operating efficiently and smoothly. We are also currently administering the WIDA assessments to our EL students, which Eliza and Corinne, our ESL teachers, are conducting, and everything is running smoothly. Starting next week, we will administer the state benchmark Firefly to our students, which will end sometime the end of February.*
- B. Finance - Lindsey Wallace
- *We are looking to have a financial decision/approval for the HS Roof bond issue next month. PFM, McClure, and EI Associates all presented this evening so I know it was a lot of information to absorb and think about. As you are processing everything should you have any questions, please let us know!*
 - *I also wanted to mention that we are again part of the GIANT Company 2025 Feeding School Kids Round Up Program.*
 - *At the Whitehall GIANT Location*
 - *When checking out you will have the option to round your payment up to the next dollar. So, if the bill is \$99.60 and you choose to round up, the bill will be \$100 and the extra \$.40 will be donated to the round up program.*
 - *GIANT chooses to give back to the local community and disperses the donations to local surrounding School Districts.*
 - *I just want to thank GIANT for running this wonderful program that benefits our students and also thank the community for generously participating in the program. It definitely makes a difference to the kids!*
- C. Building & Grounds - Eric Dauberman
- *December brought multiple visits from roofing manufacturers and installers to CHS and Memorial Stadium to evaluate conditions and prepare responses to the roofing bids.*

- *Updated quotes and proposals are incoming for work on multiple projects related to the PCCD School Safety Grant. These projects address safe schools upgrades across all CASD buildings.*
 - *Examples include improved security at entryways, renumbering of classrooms and offices with updated signage to be easier to navigate by emergency response personnel, and new equipment for school nurses to help respond to urgent medical needs.*
 - *We are working on completing the bid proposal for the man traps at the middle school and high school.*
 - *High School Weight Room - I met with Lindsey and Tom to finalize a bid proposal. That request is on tonight's agenda.*
 - *Personnel - Welcome back Sarah Auletta - Thank you Bob Steckel for filling in while Sarah was on leave.*
 - *Thank you to Dan Muthersbaugh and the custodial and maintenance departments for their efforts to remove the snow and Ice last week.*
 - *We purchased a used shipping container which will replace a rented container that was in the district for many years. We will realize a saving as a result of this purchase in approximately 18 months. (Painting HS Students)*
- D. Policy - David Knerr – *Nothing to Report*
- E. Athletics - Thomas Moll
- *Winter sports season is rolling along.*
 - *Boys basketball is 6-6 overall. They are playing at Northern Lehigh tonight and their next home is Thursday versus Moravian Academy*
 - *Girls basketball is 4-7 overall and are playing at home versus Northern Lehigh right now. Junior Hailey Jenkins began tonight's game 57 points shy of 1,000 career points. After tonight our next three girls' games are away at Moravian Academy on Thursday, Kutztown on Saturday and Notre Dame Green Pond on Monday. She is trying to become the first female to reach 1,000 points since Steph Remington and Brittany Lacey both hit the milestone in the 2004 season.*
 - *Both wrestling teams wrestle at Palmerton on Thursday and the girls team participates in the Coal Cracker Tournament this weekend at Lehigh. The boys' team will be participating in the Colonial League Championships on Sunday at CHS. Wrestling begins at 10:30am. The junior high tournament will begin at 3:15pm.*
 - *We have scheduled one more home match for both the girls and boys' teams. The matches will take place on Thursday, February 6th. The girls will wrestle Pine Grove at 6:00pm and the boys will wrestle Allentown Central Catholic at 7:00pm.*
 - *The CHS Hall of Fame Class of 2024 Induction Ceremony will take place between the girls and boys basketball games on Friday, January 31st (approximately 7:00pm). This year's hall of fame class includes the following:*
 - *1989, 1990 and 1991 girls 400m relay teams (The 1989 and 1990 teams included Tammi Haines, Becky Gemmel, Heather Howlett and Sandi Hahn. The 1991 team included Tammi Haines, Becky Gemmel, Heather Howlett and Kim Kemmerer.)*
 - *Anthony Recker- Class of 2001 (baseball)*
 - *Vicente Bastidas- Class of 2000 (boys' soccer)*

- *Raymond Laubach- Class of 1960 (athlete, coach, administrator)*
- *We started spring sports sign-ups last week. Think Spring!!!!*
- F. Carbon Lehigh Intermediate Unit # 21 - Jason Bashaw
 - *From Board Summary: Approved 25/26 General Operating Budget*
 - *0% increase to Districts*
 - *2.71% Overall Increase*
 - *12 Days of Christmas performance*
 - *Thank you to the 2024 Basket Raffle Participants*
- G. Borough of Catasauqua - Dale Hein
 - *New Water Rates and Sewer Rates have been approved with an increase (based on size of water meters)*
- H. Borough of North Catasauqua - Christy Cooper – *Nothing to Report*
- I. Hanover Township - Lindsey Wallace
 - A request to rezone the following properties from Medium Residential to Planned Industrial Office District was made:
 - 1520 and 1540 North Irvine Street
 - Portions of 750 and 760 Lloyd Street
 - A request to rezone the following properties from Planned Unit Development to Planned Industrial Office District was made:
 - 710 Lloyd Street
 - Justification: Would allow trucks on the road and away from the intersection.
 - Council agreed to move forward with the request to take next steps for final approval
- J. PSBA Liaison Update - Lauren Cieslak
 - *130th year of PSBA*
 - *New poster for board to sign*
 - *PD and workshop opportunities “Teacher Rock” Feb 25th, Mechanicsburg, teachrock.org, incorporate music, pop culture, cross curricular, free resources*
 - *School safety summit March 27, 2025 @ 8:00 am to 3:30 pm.*
- K. Lehigh Career & Technical Institute Update - Jillian Emert
 - National Honor Society induction at LCTI, 5 represented from CASD,
 - Skills USA competition Jan 27th at the Agriplex
- L. Student Representatives - David Janoski and Adyn Wellington
 - *Drama Club “Mama Mia”, Mid-March show will release, 26 members on the cast.*

7. **APPROVAL OF MINUTES FROM PRIOR MEETING(S)**

A. **Reorganization School Board Meeting Held on December 3, 2024**

B. **School Board Meeting Held on December 3, 2024**

8. **APPROVAL OF TREASURER’S REPORT FOR NOVEMBER 2024**

9. **APPROVAL OF TREASURER’S REPORT FOR DECEMBER 2024**

10. **APPROVAL OF BUDGET TRANSFERS DECEMBER 2024**

11. APPROVAL FOR PAYMENT OF ALL A/P BILLS JANUARY 2025

12. APPROVAL TO RATIFY ALL EXPENSES OTHER THAN A/P DECEMBER 2024

Items 7A, 7B, 8, 9, 10, 11, and 12 were combined by Board request

ROLL CALL VOTE

MOTION BY: McGinley

SECONDED BY: Emert

AYE: Cooper, Smale, Cieslak, Nattress, Emert, DeLabar, McGinley, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

13. FINANCIAL

A. Approval of Tax Collector Salaries

Approval of the tax collector salaries as noted for the 2026-2029:

Borough	*Old Per Bill Rate	*New Per Bill Rate
Catasauqua	\$2.80 per bill first 1200 \$2.50 per bill after 1200	\$2.90 per bill
North Catasauqua	\$2.80 per bill first 1200 \$2.40 per bill after 1200	\$2.90 per bill

*Per bill paid/posted and remitted includes installment bills

B. Exoneration - Tax Collectors 2024-2025 Real Estate/Interim Taxes

The following tax collector(s) of the Catasauqua Area School District request exoneration from collecting the following real estate and interim taxes for the 2024-2025 school year in accordance with Section 685 of the Public School Code. These taxes are claimed "Delinquent" and will be submitted to Portnoff Associates for further collection as such. The deadline for collection of these taxes was December 31, 2024.

Tax Collector	Municipality	2024-2025-Base Real Estate	2024-2025 Interim
James Delbertis	Catasauqua	\$ 247,910.44	0
Catasauqua Area SD	Hanover Twp	\$ 323,645.69	0
Donna Schifko	North Catasauqua	\$ 103,865.14	0
	TOTAL	\$395,473.70	0

Corrected total \$675,421.27

Items 13A, and 13B were combined by Board request

ROLL CALL VOTE

MOTION BY: McGinley

SECONDED BY: Cieslak

AYE: Smale, Nattress, Cooper, Cieslak, Emert, DeLabar, McGinley, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

14. PERSONNEL

A. Intent to Retire

Approval is requested to accept the Intent to Retire:

Name	Assignment	Years of Service
Krista George-Martell	Speech/Language Teacher	23.5 Years in District

B. Substitute

The following applicants have requested to be added to the Substitute Employment List for the 2024-2025 School Year as follows:

Name	Assignment
Paige Mathieu*	Guest Teacher

*pending receipt of employment paperwork

C. Nomination for Appointment

- Name: Roseaida Nieves
 Status: Cafeteria Van Driver Substitute
 Assignment: Districtwide
 Rate of Pay: \$17.67/hour
 Benefits: N/A
 Effective: January 15, 2025
- Name: Brett Snyder *
 Status: Speech and Language Teacher/Educational Specialist
 Assignment: Districtwide
 Rate of Pay: \$75,627.00 (prorated)
 Benefits: As per the Collective Bargaining Agreement
 Effective: Pending Paperwork and Release Date From Current Employer

*pending receipt of employment paperwork

D. Change in Employment Status

1. Name: Lauren Hughes
 Previous Status: Non Certified Instructional Aide Substitute
 Current Status: Non Certified Instructional Aide
 Assignment: Catasauqua Middle School
 Rate of Pay: \$143.00 per day
 Benefits: As per the Collective Bargaining Agreement
 Effective: January 6, 2025

2. Name: Cathy Moore
 Previous Status: Daily Building Substitute
 Current Status: Substitute Teacher
 Assignment: Districtwide
 Rate of Pay: \$130.00 per day
 Benefits: N/A
 Effective: January 6, 2025

3. Name: Korin Moyer-Mitchell
 Previous Status: Short Term Substitute
 Current Status: Daily Building Substitute
 Assignment: Catasauqua Middle School
 Rate of Pay: \$145.00 per day
 Benefits: N/A
 Effective : January 6, 2025

4. Name: Olivia Neal
 Previous Status: Short Term Substitute
 Current Status: Daily Building Substitute
 Assignment: Catasauqua Middle School
 Rate of Pay: \$145.00 per day
 Benefits: N/A
 Effective : January 8, 2025

E. Approval of FMLA

Revision of FMLA Approval for employee #972 effective November 22, 2024, to January 5, 2025, original end date was December 6, 2024.

F. Approval of FMLA

Approval of FMLA for employee #2489 approximately May 5, 2025 to approximately October 8, 2025.

G. Approval for Days Without Pay

1. Name: Nichole Grym
 Reason: Personal
 Effective: 12/13/2024

H. Approval Of Student Teachers/Interns/Job Shadows

Approval is requested for the following student teachers/interns/job shadows as listed:

College – Wilkes University	Effective: January 20, 2025 to April 13, 2025
Name: Jordan Schutter	Instructional Technology – Emma Kalman
College – Lehigh University	Effective: TBD
Name: Jill Norbert-Bushinsky*	Catasauqua High School Social Studies – Kevin Foley
College – Moravian University	Effective: March 10, 2025 to April 25, 2025
Name: Lauralie Savitski*	Catasauqua High School Art – Charles Matz
College – DeSales University	Effective: January 15, 2025 to March 5, 2025
Name: Caleb Gibbs*	Catasauqua High School English – Andrew Gruver

*pending receipt of paperwork

I. Appointment of Extra-Curricular Positions for the 2024-2025 School Year

#	Name	Position	Stipend
1	Luke Dauberman*	Assistant Baseball Coach	TBD
2	Joseph Henrich	Weight Room Monitor Spring	\$750.00
3	Daniel Lopez	Assistant Baseball Coach	Volunteer
4	Raymond Estecumber*	Assistant Baseball Coach	Volunteer
5	Michael Sanders*	Assistant Drama Director	Volunteer

*pending receipt of employment paperwork

Items 14A, 14B, 14C, 14D, 14E, 14F, 14G, 14H and 14I were combined by Board request

ROLL CALL VOTE

MOTION BY: Emert

SECONDED BY: DeLabar

AYE: McGinley, Smale, Emert, DeLabar, Cooper, Cieslak, Nattress, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

15. CURRICULUM

16. BOARD APPROVALS

A. Approval of §311(d) Resolution to Not Raise Taxes Beyond the State Index

Approval of Resolution Pursuant to Taxpayer Relief Act §311(d) for the 2025-2026 Fiscal Year Restricting the Increase in the Rate of any Tax to the Applicable Index and Otherwise Satisfying the Requirements of §311(d) **PDE Form 2028.**

ROLL CALL VOTE

MOTION BY: McGinley

SECONDED BY: Cieslak

AYE: Cieslak, McGinley, Emert, Nattress, Cooper, Smale, DeLabar, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

B. Re-approval and Reaffirmation of PSBA’s Principles for Governance and Leadership

Approval is requested for the re-approval and reaffirmation of PSBA’s Principles for Governance and Leadership by the Board of School Directors.

C. Approval to Attend Conference, Seminars, etc.

D. Approval Of The Following Job Description(s)

Speech and Language Teacher / Educational Specialist

Items 16B, 16C, and 16D were combined by Board request

ROLL CALL VOTE

MOTION BY: DeLabar

SECONDED BY: Emert

AYE: Nattress, Emert, Cooper, McGinley, Smale, DeLabar, Cieslak, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

E. Approval of Athletic Jersey Retirement

Recommendation to approve the retirement of Catasauqua High School athletic softball jersey number 8 in honor of Hannah Edwards, and in recognition of her outstanding athletic achievements, accolades, and statistics.

ROLL CALL VOTE

MOTION BY: McGinley

SECONDED BY: Smale

AYE: DeLabar, McGinley, Nattress, Cooper, Emert, Cieslak, Smale, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

F. Authorization To Go Out To Bid For High School Weight Room Renovation and Equipment

ROLL CALL VOTE

MOTION BY: Emert

SECONDED BY: DeLabar

AYE: Emert, DeLabar, Cieslak, Cooper, Smale, Nattress, McGinley, Hein

NAY: 0

Eight Ayes, Zero Nays, Motion carried

G. Approval To Enter Into Contract With Edlio LLC For Electronic Payment Processing At \$0.00 Charge To The District

** At this point, it is requested that the approval is contingent upon receiving prior approval to use other 3rd party vendors per contract Exclusivity clause. Business Manager, Lindsey Wallace, has requested this clause be removed from the contract or to have Edlio grant written approval.*

MOTION BY: Emert SECONDED BY: DeLabar

Motion carried

H. Approval to Accept the CASD District-Wide Feasibility Study

Approval is requested to accept the District-Wide Feasibility Study prepared by EI Associates & McClure Company.

I. Approval of Additional Revised Van/Bus Stops

Approval is requested of the revised Van/Bus Stops for the School Year, effective immediately. Indicated Stops are subject to change due to additional student enrollments/withdrawals, alternate educational placements, new students/changes that occur at an address that is classified by the state as a hazardous road, or change/addition to a student IEP. All revisions will be maintained by the Transportation Operation Office, and will be made available at all times. Additionally, changes are stored within the transportation software management system.

None

Items 16H and 16I were combined by Board request

ROLL CALL VOTE

*MOTION BY: DeLabar SECONDED BY: Cooper
AYE: Smale, Cooper, Emert, Nattress, Cieslak, McGinley, DeLabar, Hein
NAY: 0
Eight Ayes, Zero Nays, Motion carried*

17. RECOGNITION OF GUESTS & VISITORS

Guest: Christopher Devers – Allen Circle, Bethlehem/Hanover Township asked that the board be sure to look, review, value, energy savings. Please review before making final decision regarding the feasibility study.

Daniel Kotran:

- *Thank you to all of the Board members for your continued support of our school district.*
- *Thank you the School Board for approving our attendance at the upcoming PETE&C Annual Conference. This 3-day conference provides numerous professional learning opportunities on the latest advancements in educational technology, teaching strategies and curriculum. The knowledge gained will benefit our school district. Additionally, we are pleased to have Meredith Miller and Emma Kalman representing CASD as presenters at the conference. Their willingness to share their expertise demonstrates their commitment to professional growth and improving student learning within our district.*

Dr. Robert Kucharczuk:

- *School Board appreciation*
- *Sheckler Student of the Month presentation*
- *Thank you to Bob Steckel for stepping in as Assistant Principal While Mrs. Auletta was on leave. We were grateful to have his support and leadership.*
- *The 4th Grade Holiday Concert was a great success*
- *Exciting end of the year/holiday activities to wrap up 2024 including some fun spirit day staff and student events*
- *MOY Benchmarking underway and upcoming collaboration with CASD transportation and our students through Peaceful Bus Assemblies*

Melissa Inselmann:

- *I would like to extend my heartfelt gratitude to our dedicated School Board members for your tireless commitment to the success and well-being of the Catasauqua Area School District. Your leadership, vision, and support help guide our district toward continued growth and achievement. We truly appreciate the countless hours you invest in shaping the future of our students and community. Thank you for all you do!*

David Todd:

- *Thank you to all the members of the School Board for the time and effort they give in supporting students, staff, and community members.*
- *Holiday events were well received and students enjoyed the variety of events and opportunities to get involved.*
- *Mr. Gruver's National Honor Society members hosted a Winter Carnival*
- *A group of students participate once again in the Student Forum hosted by CLIU. Students created cards and wrapped gifts for children at Lehigh Valley Hospital during the holidays.*
- *Keystones are underway. Thank you Paul for working out the first day issues and the team of Dan, Paul, and Audrey Hackett for making the following days successful.*
- *Winter Sports are underway thanks to Mr. Moll for his efforts and we are planning a Winter Sports Pep Rally to recognize all participants.*

Patrick McNulty:

- *School board appreciation event, thank you for all you do.*
- *Winter sports are underway , teams have been very competitive and represented our district well.*
- *We are fully staffed with everyone back to their original positions.*
- *The band and chorus concert on December 10 went well. It was standing room only. A big shout out to staff members Amanda Derr and John Leiderman along with the student participants who did an outstanding job.*

Lindsey Wallace:

- *Thank you to the School Board!*
- *I just want to recognize and thank McClure and EI Associates for the massive amount of work they've completed with the feasibility study. The administration team feels it is a thorough report and an excellent tool for us to use moving forward into the capital project planning and implementation phase.*
- *I also want to thank PFM for their work on assisting the District with financial planning. Without their support and guidance, we wouldn't be able to move forward with any capital projects, so we greatly value their partnership.*
- *Other than that, everyone, please stay warm!*

Jeremy Smale: Spoke about the girls wrestling team and was glad we provided the opportunity for them.

Lauren Cieslak: Thank you everyone for the videos and gifts from the students.

Eric Dauberman:

- *Thank you to all of the board members for your personal time and dedication to the students, families, faculty and staff of the Catasauqua Area School District.*
- *Thank you for approving Mr. Brett Snyder this evening. I believe that he will be another fantastic addition to the school district.*
- *Just a reminder, Kim Flueso will be starting January 24th.*
- *End of the season athletic surveys are active - we are reviewing responses now.*

Jamie Nattress: Enjoys when students show up for board meetings.

Jillian Emert: Thanked Mr. McNulty for putting together the Shop with a Cop. Also thanked the students for the gifts.

Jeremy DeLebar: Thanked all the students for the gifts. Stated it is a please to be part of a great team.

Shawn McGinley: Congratulated Brett Snyder on his appointment, congratulated Krista George-Martell on her retirement, and congratulated Hannah Edwards on the retirement of her Jersey and thanked all the students for the gifts.

Christy Cooper: Thanked all the students for the gifts and stated how much she enjoyed the video.

Dale Hein: The enthusiasm of the girls wrestling teams is outstanding. Also noted I would not want to get paid to do this!

Dr. Christina Lutz-Doemling:

- *Thanked Krista George-Martell and welcome our newly approved employees*
- *Thanked Melissa Inselmann, Dan Kotran, and Dr. Kucharzuk for their work on the Title I schoolwide plan that was accepted by PDE.*
- *Thank you board for everything.*

** Dale Hein shared the change with the Committee Member changes. Jason Bashaw moved to Building and Grounds which left an opening with Academics & Ed, Jamie Nattress was then moved to Academics & Ed.*

18. NEXT MEETING DATES

- | | | |
|--------------------------------|-----------|-----------------------------|
| A. Wednesday, February 5, 2025 | 5:00 PM | Buildings and Grounds |
| | 6:00 PM | Athletic Committee Meeting |
| | 7:00 PM | Academics Committee Meeting |
| B. Tuesday, February 11, 2025 | 7:00 P.M. | School Board Meeting |

19. ADJOURNMENT

MOTION BY: Emert

SECONDED BY: Cieslak

Motion carried

Time Adjourned: 8:36 P.M.

Respectfully submitted,

*Jason Bashaw
Secretary*