

REGULAR MEETING OF THE BOARD OF EDUCATION
HOLLAND PATENT CENTRAL SCHOOL DISTRICT
WEDNESDAY, AUGUST 20, 2008
ANNEX BOARD ROOM – 7:00 P.M.

A regular meeting of the Board of Education of the Holland Patent Central School District was held in the Annex Board room, located in the village of Holland Patent, New York on Wednesday, August 20, 2008. Board President Mr. Kennedy called the meeting to order at 7:00 p.m.

MEMBERS PRESENT

Mark Kennedy, President
Karen Evans, Vice President
Traci Boris
Anne McGahey
Everett Stalker
Kathleen M. Davis, Superintendent of Schools
Mary B. Mandel, Assistant Superintendent
Wendy A. Lloyd, District Clerk

ALSO PRESENT

Nancy Nowicki
John Egresits
John Bubb
Andrew Goodelle
Allen Hyde
Kristy McGrath
Charles Pratt
David Russo
Cheryl Venettozzi

VISITORS

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08-036

APPROVAL OF MINUTES

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve the minutes of the organizational Board of Education meeting held on July 9, 2008 with the following correction.

APPOINTMENT OF INTERNAL CLAIMS AUDITOR: Mrs. Evans made the motion, seconded by Mrs. McGahey

Yes – 5

No – 0 Motion Carried

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve the minutes of the Board of Education meeting held on July 9, 2008 with the following correction:

The meeting was adjourned at 12:20 a.m.

Yes – 5

No – 0 Motion Carried

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve the minutes of the special Board of Education meeting held on August 6, 2008.

Yes – 5

No – 0 Motion Carried

08-037

POSITIVE THOUGHTS

Mrs. Davis received a memo from SUNY IT offering congratulations to the district on the successful participation of our students in the Excelsior program. SUNY IT faculty were impressed with the intelligence of our students and superior problem-solving skills.

The Holland Patent District as well as other Oneida and Herkimer County schools' graduation rates were published recently. Our graduation rate is at 93% for 2007-08.

Staff Orientation was held today at the middle school to provide training for new employees.

A staff luncheon was held to thank those who work the summer for their efforts.

A special thank you to Dennis Geer and his crew, prisoners, boosters, etc. for their work on the baseball dugout.

Pop Warner Ribbon Cutting Ceremony will be held on Saturday at 11 a.m.

08-038

REVIEW OF UPCOMING DATES

August 21, 2008

Board of Education Workshop
Radisson Conference Ctr.
8:30 a.m.–3:00 p.m.

August 23, 2008

Pop Warner Ribbon Cutting Ceremony
11:00 a.m.

08-039

VISITORS

Sherry DePerno stressed the time her group has put into the project. The petition was signed by over 1,000 people in the community willing to have the capital project go up for vote again.

Mr. Kennedy thanked Mrs. DePerno.

Mr. Francis Crumb was in attendance and commented on the posting of meeting dates and asked a question regarding the salary for the athletic director.

Mr. Kennedy told Mr. Crumb that Mrs. Davis would be happy to meet with him to discuss his concerns.

Mr. Johnnie Jones was disappointed with the release of Barbara Felice as Athletic Director.

Mr. Kennedy thanked Mr. Jones for his comments.

Mrs. Denise Cassidy requested the board propose one proposition to put before the voters.

Mr. Crumb commented he was aware of one incident that a person who signed the petition was under the impression that the proposition would be split into two and that's why they signed it.

08-040

CORRESPONDENCE

Mr. Kennedy received a letter from the Comptroller and department of state.

Mrs. Davis received a thank you from the Girl Scout Troop for allowing them to lease a bus.

08-041

BOARD FORUM

Mr. Kennedy noted there was an addendum to the agenda. The Treasurer's Report will be 3A, Resolution of Condolence 11A, Resignation 11B and 2008-09 Coaching appointment 11C.

Mrs. Evans attended the high school orientation. Mr. Egresits, Mr. Bubb, and Mrs. Dornburgh did a wonderful job.

Mrs. Boris asked to pull #7 Re-Establish Reserve for Employee Benefit Accrued Liability (GML 6-P), #10, 2008-09 Co-Curricular/Coaching appointments, and #11 Appointments from consent.

Mrs. Boris made a suggestion to note the time in the minutes that the board enters into executive session.

Mrs. Boris thanked the parents in attendance for the time they put into the petition signing.

Mrs. Boris was informed there was an incoming student at GWF with severe peanut allergies and provided a copy of Making the Difference, Caring for Students with Life-Threatening Allergies.

Mrs. Davis commented that this same publication will be part of the teacher handbooks.

Mrs. Boris asked the board to consider adding an additional section of pre-k to the school program.

Mrs. McGahey thanked the parents. She appreciates the tremendous amount of work and effort they put into the petition.

Mr. Kennedy thanked the parents in attendance for all the work they have done and for their efforts on behalf of the project and the future of our athletic program.

08-042 **DISTRICT UPDATE**

There was no district update.

08-043 **COMMITTEE REPORTS**

There were no committee reports.

08-044 **CAPITAL PROJECT PROPOSITION**

Mrs. Evans made the motion, seconded by Mrs. McGahey to adopt the following resolution regarding a capital project proposition:

BE IT RESOLVED BY THE BOARD OF EDUCATION AS FOLLOWS:

1. A special meeting of the qualified voters of the Holland Patent Central School District shall be held at Middle School Auditorium in said District, on Tuesday, October 7, 2008, between the hours of 10:00 a.m. and 8:00 p.m., for the purpose of voting on the proposition described in the notice of special meeting hereinafter set forth.

2. Said special meeting shall be called by giving the following notice thereof:

NOTICE IS HEREBY GIVEN that a special meeting of the qualified voters of the Holland Patent Central School District shall be held at Middle School Auditorium in said District, on Tuesday, October 7, 2008, between the hours of 10:00 a.m. and 8:00 p.m. The following proposition will be submitted for voter approval at said meeting:

RESOLVED THAT THE BOARD OF EDUCATION OF THE HOLLAND PATENT CENTRAL SCHOOL DISTRICT IS HEREBY AUTHORIZED TO UNDERTAKE CERTAIN CAPITAL IMPROVEMENTS CONSISTING OF ADDITION TO, AND CONSTRUCTION AND RECONSTRUCTION OF, SCHOOL BUILDINGS AND FACILITIES, SITE AND ATHLETIC FIELD IMPROVEMENTS AND THE ACQUISITION OF CERTAIN ORIGINAL

FURNISHINGS, EQUIPMENT, AND APPARATUS AND OTHER INCIDENTAL IMPROVEMENTS REQUIRED IN CONNECTION THEREWITH FOR SUCH CONSTRUCTION AND SCHOOL USE, ALL AT AN ESTIMATED MAXIMUM AGGREGATE COST OF \$10,995,000; AND THAT SUCH COST, OR SO MUCH THEREOF AS MAY BE NECESSARY, SHALL BE RAISED BY THE LEVY OF A TAX TO BE COLLECTED IN

ANNUAL INSTALLMENTS, WITH SUCH TAX TO BE OFFSET BY STATE AID AVAILABLE THEREFOR; AND, IN ANTICIPATION OF SUCH TAX, DEBT OBLIGATIONS OF THE SCHOOL DISTRICT AS MAY BE NECESSARY NOT TO EXCEED SUCH ESTIMATED MAXIMUM AGGREGATE COST SHALL BE ISSUED.

NOTICE IS HEREBY FURTHER GIVEN that the text of the aforesaid proposition may appear on the ballot labels in the following abbreviated form:

PROPOSITION

Shall the proposition set forth in the legal notice of this special voter meeting, authorizing addition to, and construction, reconstruction and equipping of existing school buildings and facilities, site, athletic field and incidental improvements, all at an estimated maximum aggregate cost of \$10,995,000; the issuance of debt obligations of the School District therefor, and the levy of a tax in annual installments therefor, with such tax to be offset by state aid available therefor, all as more fully described in said notice, be approved?

The School District, acting as lead agency to the extent necessary for this purpose under the State Environmental Quality Review Act and the applicable regulations promulgated thereunder ("SEQRA"), has completed its environmental review and, on August 20, 2008, has duly determined and found the purpose to be a type II action which will not have a significant impact on the environment and is not subject to any further environmental review under SEQRA.

AND NOTICE IS ALSO GIVEN that applications for absentee ballots to vote on the proposition may be applied for at the office of the School District Clerk. Any such application must be received by the District Clerk at least seven days before the date of the aforesaid special district meeting if the ballot is to be mailed to the voter, or the day before such special district meeting if the ballot is to be delivered personally to the voter. A list of all persons to whom absentee ballots shall have been issued shall be available for public inspection in the office of the District Clerk during regular office hours on each of the five days prior to the day of the vote (excluding Saturday and Sunday). An absentee ballot must reach the office of the District Clerk not later than 5:00 p.m. on the day of such special district meeting.

3. At such meeting taxes to be levied by installments will be proposed providing for payment of such capital costs and providing for the financing costs therefor. Such taxes shall be levied upon all the taxable property of the District, shall be levied in annual installments and shall be of such amounts and levied in such years as may be determined by the Board of Education.

4. The District Clerk or the Clerk's designee is hereby directed to publish a copy of said notice of special meeting in two newspapers having general circulation within the School District in the manner prescribed by law for publication of notice of the annual meeting of the School District.

5. All actions by the School District prior to the final environmental determination by the Board of Education, if any, are hereby found and determined to have been preliminary planning activities under SEQRA necessary to the formulation of a proposal for action which did not commit the School District to commence, engage in, fund or approve any portion of the proposed building project and financing therefor.

6. This resolution shall take effect immediately upon its adoption.

Mr. Kennedy – Yes
Mrs. Evans – Yes
Dr. Stalker – Yes
Mrs. Boris – No
Mrs. McGahey - Yes
Motion Carried

08-045 **BILL SCHEDULES**

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve for payment bill schedule #1 General Fund in the amount of \$769,569.47, for the period ending August 20, 2008.

Yes – 5
No – 0 Motion Carried

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve for payment bill schedule #1 Federal Fund in the amount of \$91,699.15, for the period ending August 20, 2008.

Yes – 5
No – 0 Motion Carried

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve for payment bill schedule #1 Capital Project in the amount of \$35,610.00, for the period ending August 20, 2008.

Yes – 5
No – 0 Motion Carried

08-046 **TREASURER'S REPORT**

Mrs. Evans made the motion, seconded by Mrs. McGahey to accept the Treasurer's Report for the period ending July 30, 2008 and make it a matter of record.

Yes – 5
No – 0 Motion Carried

08-047 **TREASURER'S REPORT**

Mrs. Evans made the motion, seconded by Mrs. McGahey to accept the Treasurer's Report for the period ending June 30, 2008 and make it a matter of record.

Yes – 5
No – 0 Motion Carried

08-048

RE-ESTABLISH RESERVE FOR EMPLOYEE BENEFIT ACCRUED LIABILITY - (GML 6-P)

Mrs. Evans made the motion, seconded by Mrs. McGahey to adopt the following resolution regarding the re-establishment of an Employee Benefit Accrued Liability (GML 6-p) Reserve Fund:

WHEREAS, the Board of Education of the Holland Patent Central School District authorizes the re-establishment of an Employee Benefit Accrued Liability Reserve Fund pursuant to General Municipal Law Section 6-p in the amount of \$476,963 effective June 30, 2008 for any accrued employee benefit due an employee upon termination of the employee's service.

NOW, THEREFORE, the Board of Education hereby authorizes the transfer of \$600,000 from the general fund balance of the Holland Patent Central School District to be added to the Employee Benefit Accrued Liability Reserve Fund for the purpose of payment for any accrued employee benefit due an employee upon termination of the employee's service effective June 30, 2008.

Yes – 5

No – 0 Motion Carried

08-049

APPROVAL OF AUDIT REPORT
APPROVAL OF SITRIN HEALTH CARE CTR. AGREEMENT
APPROVAL OF UNITED CEREBRAL PALSY AGREEMENT
TAX WARRANT/LEVY
RESIGNATIONS

Mrs. Evans made the motion, seconded by Mrs. McGahey, to approve/accept/adopt the following by consent:

Approve the audit report.

Approve the Sitrin Health Care Center Agreement for the 2008-09 school year.

Approve the United Cerebral Palsy Agreement for the 2008-09 school year.

Adopt the resolution with regard to the tax warrant. (Resolution to be filed in the Board Minute Book.)

Adopt the resolution with regard to the tax levy. (Resolution to be filed in the Board Minute Book.)

Accept the resignation of Kelly Colvin from the position of varsity football & basketball cheerleading coach effective August 11, 2008.

Accept the resignation of Rebecca Shanley from the position of JV Cheerleading coach pending her appointment to the position of Varsity Cheerleading coach (Fall and Winter).

Yes – 5

No – 0 Motion Carried

08-050

APPOINTMENTS

Mrs. Evans made the motion, seconded by Mrs. McGahey to approve the following appointments:

Approve the appointment of Dean Brown to the position of Teacher Aide, 10 month position, 6.5 hours per day, Step 1, at a rate of \$10.27 per hour for a probationary period of 26 weeks effective September 1, 2008.

Approve, as a whole, the following current substitute teacher appointments for the 2008-09 school year at a per diem rate of Certified - \$80 per day; Non-certified \$65 per day.

	Name		Certified
	Baker, Diana	8464 East Floyd Road Holland Patent, NY 13354	Yes
	Chrisman, Richard	500 Hurricane Road Cold Brook, NY 13324	Yes
*	Dumka, Peggy	9647 Whittaker Road Holland Patent, NY 13354	Yes
	Finn, Debbie	9195 Jones Road Holland Patent, NY 13354	Yes
*	Furlong, Kathy	7732 Maple Avenue Holland Patent, NY 13354	Yes
	Graves, Linda	11080 Bell Hill Road Deerfield, NY 13502	Yes
n/a	Grems, Lisa	8260 Old Floyd Road Rome, NY 13440	Yes
	Hosley, Paula	8103 Elmer Hill Road Rome, NY 13440	Yes
*	Hughes, Mae	9661 Whittaker Road Holland Patent, NY 13354	Yes
	Jakubiec, Charlotte	7609 Thomas Circle Stittville, NY 13469	Yes
*	Kapfer, Nancy	7802 Wood Road Barneveld, NY 13304	Yes
*	Ketz, Nancy	139 Kensington Drive Utica, NY 13501	Yes
	Kiger, Tammie	245 Brett Brae Clinton, NY 13323	Yes
	Lynch, Teresa	52 Marshall Avenue Mohawk, NY 13407	Yes
	Mahardy, Robert	107 Winchester Drive New Hartford, NY 13413	Yes

n/a	Marrazzo, Richard	117 Hayes Circle Barneveld, NY 13304	Yes
n/a	McCann, Eileen	PO Box 463 Holland Patent, NY 13354	Yes
	McHale, Gertrude	10162 Whittaker Road Holland Patent, NY 13354	Yes
*	Miller, Mary Lou	10724 Hinman Road Barneveld, NY 13304	Yes
	Mittiga, Alyssa	14 Palmer Avenue Whitesboro, NY 13492	Yes
	Paniccia, Christina	6563 Irish Road Marcy, NY 13403	Yes
	Peach, Melissa	11924 Meekerville Road Forestport, NY 13338	Yes
	Peterson, Robert	7258 Trenton Road Barneveld, NY 13304	Yes
	Piekielniak, Jennifer	6456 Fox Road Marcy, NY 13403	Yes
*	Skaradek, Karen	24 Meadowbrook Drive New Hartford, NY 13413	Yes
n/a	Sylvester, Gary	1512 Roser Terrace Rome, NY 13440	Yes
*	Ure, Cynthia	7890 Steuben Street Holland Patent, NY 13354	Yes
	Vicik, Diane	10 Whitford Avenue Whitesboro, NY 13492	Yes
	Zegarelli, Nicholas	6181 Airport Road Oriskany, NY 13424	Yes
	Armitage, Joseph	8402 Old Poland Road Barneveld, NY 13304	No
	Beyer, Melissa	18 Wagner Avenue Whitesboro, NY 13492	No
	Campbell, Adrienne	29 Kurt's Kourt Whitesboro, NY 13492	No
	Caputo, Daniel	Box 177 Barneveld, NY 13304	No
	Corridori, Lauren	7 Whitford Avenue Whitesboro, NY 13492	No
	Dean, Courtney	7962 Steuben Street Holland Patent, NY 13354	No
	Dellerba, John	155 Marnie Street Utica, NY 13502	No
	Domagal, Caitlin	9485 Hayes Road Marcy, NY 13403	No
	Ellis, Maxine	PO Box 233 Barneveld, NY 13304	No
	Ewing, Kelly	9555 N. Steuben Road Remsen, NY 13438	No

	Freeman, Lorie	7641 Thomas Circle Stittville, NY 13469	No
	Grogan, Heather	409 Academy Street Prospect, NY 13438	No
	Harris, Stanley	PO Box 282 Barneveld, NY 13304	No
	Harter, Kristin	9661 St. Rt. 365 Holland Patent, NY 13354	No
	Haskin, Jennifer	8315 Old Poland Road Barneveld, NY 13304	No
	Healey, Tara	10026 Coombs Road Holland Patent, NY 13354	No
	Hoffman, Jean	10100 Whittaker Road Holland Patent, NY 13354	No
	Klossner, Bonnie	7310 Railroad Street Stittville, NY 13469	No
	Lanckton, Kelly	10223 Powell Road Holland Patent, NY 13354	No
	Myers, Sally	146 Brayton Road Poland, NY 13431	No
	Nuessle, James	7620 Camroden Road Rome, NY 13440	No
n/a	Rauch, Debbie	10945 Prospect-Junction Road Remsen, NY 13438	No
	Reinold, Shelley	9193 Rt. 365 Holland Patent, NY 13354	No
	Rice, Carmella	22 Gardner Street Whitesboro, NY 13492	No
*	Richard, Cindy	9430 James Road Remsen, NY 13438	No
	Roberts, Lisa	9989 E. Steuben Road Remsen, NY 13438	No
	Ryznar, Donald	648 Beaumont Place Utica, NY 13502	No
	Savoy, Denese	9548 Park Place Holland Patent, NY 13354	No
	Skaradek, Erin	24 Meadowbrook Drive New Hartford, NY 13413	No
	Smith, Matthew	9524 St. Rt. 274 Remsen, NY 13438	No
	Smith, Rebecca	9524 St. Rt. 274 Remsen, NY 13438	No
	Triebel, Kent	4 Benton Circle Utica, NY 13501	No
	Trinkaus, Jaime	7551 River Road Rome, NY 13440	No
	Twomey, Trista	8633 Emerald Circle Rome, NY 13440	No

*	Vanderwood, Debra	8171 Old Floyd Road Rome, NY 13440	No
	Yaple, Heather	7493 Alvord Road Stittville, NY 13469	No

* - Retired Holland Patent employee

n/a - fingerprint not required, grandfathered 6/01

Adopt the following resolution regarding the appointment of Internal Auditor:

IT IS RECOMMENDED that the Rensselaer, Columbia and Green Counties Board of Cooperative Educational Services, also known as Questar III, be appointed internal auditor for the 2008-09 school year.

APPENDIX A SCOPE OF WORK

The QUESTAR III will provide the QUESTAR III internal auditor who shall perform the following WORK for DISTRICT on a per diem basis:

A. Internal Audit Services

QUESTAR III will use sampling techniques to test significant operational controls to determine if DISTRICT's internal control structure is operating as designed. This service follows, and is based upon, DISTRICT's risk assessment undertaken no more than one year before the audit service.

Deliverables: Report to DISTRICT the strengths and/or weaknesses of its internal controls and make recommendations to remediate deficiencies. The internal auditor will also provide an annual update to the financial risk assessment.

B. Financial Risk Assessments Update

QUESTAR III will review the previously issued financial risk assessment and update the report to reflect the District's progress on correcting previously identified risks. The updated assessment will also consider the current status of the operation and may include risks not previously identified. This service shall include the following:

- Discuss financial controls, operations and procedures with management and key staff members;
- Review past financial risk assessment comments;
- Update previously prepared risk assessment to reflect changes in the control environment;
- Assessment of the current operating environment for the purpose of determining if financial risks have changed and require reporting in the update assessment.

Deliverables: Report to DISTRICT results of financial risk assessment, to include recommendations for process improvements, if any.

APPENDIX B

SCHEDULE OF FEES

A. DISTRICT agrees to pay QUESTAR III the following fees for WORK identified in Appendix A of this AGREEMENT:

The estimated cost to perform this risk assessment is \$10,275. This fee includes a maximum of 15 FTE days service, including preparing and presenting reports to the audit committee or board of education. If the engagement extends beyond 15 days, inclusive, the district will be billed the additional services at prevailing hourly rates. This fee was developed based on our understanding of the size and complexity of the district. The fee could be higher or lower depending on the quality and availability of the information requested at the commencement of the engagement. Actual charges will be billed to the district based on prevailing hourly rates for the staff performing the actual services. The fee is based on a \$685 per staff day, based upon a 7.5 hour day.

Additional Costs - The school will also be billed for reasonable out of pocket travel related costs which may include: mileage, tolls, hotel accommodations and per diem meals for days that require an overnight stay. The mileage rate to be billed will be the federal rate in effect at the time the services are rendered from Questar's office to destination. Tolls will be billed based on the EZ Pass schedule or the actual out of pocket payment. Original invoices for these out of pocket expenses will not be provided as part of the billing to the district.

B. QUESTAR III will provide DISTRICT with monthly invoices for services. DISTRICT will pay QUESTAR III no later than thirty (30) days from the date of the billing statement. The invoices provided by Questar will detail dates of service, hours worked each day, level of service provided as defined under scope of work and the charges for these dates.

Yes – 5

No – 0 Motion Carried

08-051 **ENCLOSURES**

There were no comments on the enclosures.

08-052 **EXECUTIVE SESSION**

Mrs. Evans made the motion, seconded by Mrs. McGahey, to take a short recess and to return in executive session to discuss the recommendations made by the Committee on Special Education, the recommendations made by the Committee on PreSchool Special Education, and #10 Co-Curricular/Coaching Appointments.

Yes – 5

No – 0 Motion Carried

The board entered into Executive Session at 8 p.m.

At 8:15 p.m. the Board returned to open session.

08-053

2008-09 CO-CURRICULAR/COACHING APPOINTMENTS

Mrs. Evans made the motion, seconded by Mrs. McGahey to approve the following appointments:

Approve the appointment of Denese Savoy to the Co-Curricular position of Odyssey of the Mind Club Advisor for the 2008-09 school year at 2% of Step A4, as per Appendix F of HPTA Contract.

Approve the following coaching appointments for the 2008-09 school year:

NAME	SPORT	%	AMOUNT
Michael Sinacore	(Head) Modified Football	5%	\$1,419.40
Rebecca Shanley	(Head) Varsity Cheerleading (Football)	3%	\$851.64
Rebecca Shanley	(Head) Varsity Cheerleading (Winter Basketball)	4%	\$1,135.52
Kelly Colvin	JV/Varsity Cheerleading (Fall and Winter) Volunteer		

Approve the following conditional coaching appointments for the 2008-09 school year. These appointments are contingent upon satisfactory criminal background clearance from the Division of Criminal Justice Services and the FBI.

NAME	SPORT	%	AMOUNT
Matt Latus	Varsity Girls Swim Asst.	6%	\$1,703.28
Tim Hoffman	Modified Cross Country	4%	\$1,135.52
Richard Williams	Modified Boys Soccer	4%	\$1,135.52

Yes – 5
No – 0 Motion Carried

08-054

RECOMMENDATIONS MADE BY THE COMMITTEE ON SPECIAL EDUCATION

Mrs. Evans made the motion, seconded by Mrs. McGahey to approve the recommendations made by the Committee on Special Education which are on file.

Yes – 5
No – 0 Motion Carried

08-055

RECOMMENDATIONS MADE BY THE COMMITTEE ON PRESCHOOL SPECIAL EDUCATION

Mrs. Evans made the motion, seconded by Mrs. McGahey to approve the recommendations made by the Committee on PreSchool Special Education which are on file.

Yes – 5
No – 0 Motion Carried

08-056

ADJOURNMENT

Having no further business to discuss at this time, Mrs. Evans made the motion, seconded by Mrs. McGahey, to adjourn the meeting.

Yes – 5

No – 0 Motion Carried

Meeting was adjourned at approximately 8:20 p.m.

The next regularly scheduled meeting of the Board of Education will be held on Wednesday, September 17, 2008 at 7:00 p.m. in the Annex Board Room.

Wendy A. Lloyd
District Clerk