

**MISSOURI SOUTHERN STATE UNIVERSITY**  
**Board of Governors**  
**Minutes**

**August 19, 2011 – 1:00 p.m.**  
**Billingsly Student Center, Room 310**

The August 19<sup>th</sup> meeting of the Missouri Southern State University Board of Governors was called to order by Dr. Sherry Buchanan, Chair. Governors in attendance were Rod Anderson, Dr. Sherry Buchanan, Dwight Douglas, Lynn Ewing, David Jones, Nancy Perry, Chuck Surface and Richard Walter. Others in attendance were Dr. Bruce Speck, Dr. AJ Anglin, Dr. Mark Parsons, Rob Yust, Darren Fullerton, Kevin Greim, Dr. Cliff Toliver, Greg Killingsworth, Johnathan Saunders, Linda Eis, Jon Dermott and Sharon Odem; Jared Bruggeman was in non-attendance.

**ANNOUNCEMENTS**

Dr. Buchanan welcomed the Board and noted when the Board last met in June, the campus was in the middle of a huge crisis response which involved serving literally thousands of people including tornado victims, agencies and volunteers while at the same time mourning our own losses. Chair Buchanan noted appreciation of communications to keep the Board apprised of efforts during the crisis response and also noted during this time students were still served during the summer session, campus upgrades were completed and programs were reviewed. Dr. Buchanan noted all of the efforts of the faculty, staff and students speaks very well of the campus and the fall semester is starting with promising things ahead.

Dr. Buchanan introduced the newest member of the Board, Mr. Chuck Surface. Mr. Surface replaces Dr. Charles McGinty whose term has expired. Dr. Buchanan noted Mr. Surface is a multi alumnus of MSSU going back to the days when MSSU was a Jr. College and has served in public office for several years including 18 years as a state representative and currently serves as the Director of Economic Development for Webb City.

Dr. Buchanan expressed appreciation and gratitude by presenting plaques to Dr. Charles McGinty and Mr. David Jones for their years of service on the Board; Dr. McGinty twelve years and Mr. Jones six. Mr. Jones' seat on the Board will remain vacant until Governor Nixon makes a new appointment.

Dr. Buchanan also started a new tradition of honoring past Board Chairs by presenting a plaque featuring a picture of Rod Anderson, the Board and Governor Nixon to Rod. Dr. Buchanan hopes this new tradition will continue on into the future.

Dr. Buchanan also welcomed Greg Killingsworth, the new Staff Senate President; Johnathan Saunders, the new Student Senate President, and Kevin Greim who reported for Athletics on behalf of Jared Bruggeman.

**MINUTES**

*A motion was made by Richard Walter and seconded by Rod Anderson to approve minutes of the June 16, 2011 Board meeting. Motion passed. (Minutes are archived in the permanent record book.)*

**REPORTS**

**Treasurer (Ms. Linda Eis):**

- Cash Graph
- Statement of Net Assets
- Statement of Revenues, Expenses, and Changes in Net Assets
- Cash Flow Statement

Linda noted as of July 31, 2011 the unrestricted cash balance was \$8.6 million and excludes the \$5 million invested in CDARS. This is a decrease in unrestricted cash of \$3.5 million as compared to the prior year.

The annual audit is underway and going smoothly. Plans are to present the annual audit report to the Board during the October Board meeting.

Linda shared an announcement from the Bursar's office noting 100% of tuition and fees for students who did not pre-register are due by 5:00 PM, Friday, September 2. A three payment plan is still available.

**Treasurer (continued):**

Student account balance refund checks will be available for pickup at the cashier's window beginning at 10:00 AM on Thursday, September 8 through 12:00 noon on Friday, September 9. Checks not picked up by noon on September 9 will be mailed. Linda encouraged students to make sure their address information on file is current.

*A motion was made by Lynn Ewing and seconded by Richard Walter to approve the July 31, 2011 financial statements. Motion passed. (A copy of the financial statements for July 31, 2011 is attached to the minutes in the permanent record book.)*

**Vice President for Business Affairs (Mr. Rob Yust):**

- **Ummel Technology Remodel**

- The remodel project of the Ummel Technology building is a great milestone for MSSU and will be completed for the beginning of the fall semester next week. The construction of the new A&P labs, Human Physiology Lab and the Cadaver lab are complete.
- Rob noted students' campus wide will benefit greatly from the very impressive improvements made in this building. Tours of the facility will follow immediately after the Board meeting.

- **Signage Update**

- The permanent signage for the "Robert W. Plaster Sports Complex" has been ordered and the electric service for these three signs is being installed. These signs are part of the gift from the Plaster Foundation; a great gift secured by the Foundation.
- The electronic sign by Newman Road is complete and operational. Rob noted special thanks to the students via Student Senate, the Foundation and others for their contributions to this project.

- **Central Plant at Spiva Library**

- The major project of replacing the old boilers and chillers at the Central Plant is well underway. One of the cooling towers and the old boilers have been removed. The new hot water boilers, pumps and piping are scheduled to be operational by the end of September and ready for heating season.
- The new chillers, pumps and piping for cooling will be completed over the winter and ready for the 2012 cooling season. These changes should make a significant difference in meeting comfort and air handling requirements while greatly reducing energy usage.

- **Hearnes Hall Renovation**

- Hearnes Hall is being renovated with the purpose to upgrade Hearnes into a "one-stop-shop".
- The first phase of this project, which is already complete, was to renovate the 3rd floor. Offices from the 1<sup>st</sup> floor have been moved temporarily to the 3rd floor in order to begin the second phase which will be the renovation of the 1<sup>st</sup> floor.
- The third phase, planned for next fiscal year, will be to renovate the 2<sup>nd</sup> floor.
- These renovations will be completed by personnel from MSSU's Physical Plant. The projected cost to entirely renovate all three floors of Hearnes is \$5 million.
- When complete, the 1<sup>st</sup> floor will be a "one-stop-shop" for Admissions, Registrar, Financial Aid and Bursar. The 2<sup>nd</sup> floor will house the President, all the V.P.'s, Foundation, Treasurer, Budget and HR. The 3<sup>rd</sup> floor will house ACTS, the First Year Experience, Project Stay and possibly the Learning Center. Dr. Speck and Rob both noted these renovations are very much needed to better serve our students.

- **Facilities Master Plan**

- MSSU has contracted with RDG Planning and Design (currently in the fact finding stage) to assist with developing a Facility Master Plan that will guide MSSU through the next decade. This plan will include all facilities including Athletics.

- **College Planning and Management Article**

- Rob shared an article from *College Planning and Management* (a national publication) about MSSU's emergency communication system which was used during the May 22<sup>nd</sup> tornado. Part of the system includes a "Big Voice" outdoor mass notification system which was heard across the campus during the storm. *(The article is attached to the minutes in the permanent record book.)*

**Director of Athletics (Mr. Kevin Greim for Jared Bruggeman):**

▪ **Updates and Upcoming Events**

- SouthernFest '11 was a great success despite the challenges brought forth by the summer. Projections are the dinner/auction will raise the same amount as last year and the golf tournament was only down by two teams.
- The Mizzou vs. MSSU men's basketball game scheduled for October 30 is already almost completely sold out with only approximately 60 general admission tickets remaining. Several courtside seats remain at a cost of \$500 each.
- The MSU vs. MSSU women's and men's basketball games scheduled for November 5 still have tickets remaining for reserved and general admission seating.

Kevin noted both Mizzou and MSU have been very accommodating and great to work. This is a once in a lifetime opportunity to see these teams play against MSSU in Joplin.

- The first "Bart Tatum Radio Show" is scheduled for Thursday night, August 25 at a new location; The Locker Room at JB's Piano Bar located at 112 S. Main. Tatum's Radio Show and all of the Lion's football games will be aired on Classic Rock Big Dog 97.9 thanks to MSSU's tremendous radio partner, the Zimmer Radio Group.
- The first Lion Pride luncheon is scheduled for Friday, August 26.
- The Sonic Trophy Series sponsorship has been renewed. MSSU has won the first two competitions in the Sonic Trophy Series against Pitt State.
- The first Lion's football game is Thursday, September 1 at Central Missouri. The first home game will be September 17 against Washburn and Homecoming is October 1.
- The Gateway Classic in St. Louis, scheduled on September 24, will be a great opportunity to watch the Lion's play against Lincoln in the Edward Jones Dome. Tickets are \$20 each.
- Teams are reporting for camps. Football, Volleyball, Women's Soccer and Track will soon begin.
- Joplin High School's softball team will be using MSSU's facilities for practice and games.
- The Seneca vs. Springfield's Hillcrest game scheduled for August 27 in Fred G. Hughes stadium will be televised nationally on ESPNU. NCAA rules prohibit MSSU from promoting this game.

**VP for Development/Executive Director of the Foundation (Dr. Mark Parsons):**

▪ **Alumni Relations**

- A special summer edition of "Crossroads" has been quickly produced thanks to the efforts of Rhonda Clark to update alumni and friends on services and relief efforts provided by Missouri Southern during the recent crisis following the May 22<sup>nd</sup> tornado. Donations received from that mailing were added to the Emergency Tornado Assistance Fund through the MSSU Foundation.
- In addition to the regular winter and spring issues of "Crossroads" the Alumni Association office is working with the "Crossroads" staff to produce a special tornado issue in October.
- A special mailing of postcards has been sent to all four Joplin zip codes to MSSU constituents in the Alumni Association database in an attempt to obtain current address due to so many people being displaced by the May 22<sup>nd</sup> tornado. These postcards were sent as return address and forwarding requested. As of August 16<sup>th</sup> out of 3,300 pieces of mail sent the following were noted: 1,281 had been received back as incorrect address with no forwarding information available; 114 received as temporarily away, which means they will be rebuilding or returning; 155 returned with a new address to enter into the system. Additional mailings of this nature will be discussed with the Alumni Board.
- Homecoming is scheduled for Friday, September 30 and Saturday, October 1. This year's Outstanding Alumnus is Betsy Banks, the founder of Petfinders.com and Larry Hickey will be the recipient of the Lion Hearted award.
- To date, more than 2,300 registered visitors have visited the Ralph L. Gray Alumni Center. The Center has been host to the Joplin Kiwanis Club and also the Webb City and Daybreak Rotaries with a variety of new programs planned.

## **VP for Development/Executive Director of the Foundation (continued):**

### ▪ **University Relations and Marketing (URM)**

- University Relations and Marketing is working with several campus representatives to plan a University Memorial Service scheduled for 2:00 PM, Sunday, August 28 in the Taylor Performing Arts Center. This ceremony will be designed as a special time of remembering those who were lost in the May 22<sup>nd</sup> tornado and a time of renewing and bringing the campus together.
- A ceremony to observe the 10<sup>th</sup> anniversary of the 9/11 tragedy is also being worked on in conjunction with Advising, Counseling and Testing (ACTS). Details are being finalized with a national organization that will bring great pride to MSSU, the City of Joplin and the surrounding community.

### ▪ **Development**

#### **Tornado Relief Effort**

- Small grants totaling more than \$36,000 have been distributed to over 160 individuals at MSSU who were impacted by the tornado.
- Donations to-date total over \$50,000 with gifts still coming in. Dr. Parsons expressed appreciation to all who have given funds for this effort.

#### **Southern Annual Fund**

- This year's goal of \$71,500 has been met. Over \$75,000 has been received which is an increase of over 10%.
- The use of a consulting company produced very positive results. Dr. Parsons congratulated Mike Fontana on his efforts.

#### **Major Gifts**

- A new endowment has been created for the School of Technology by Dr. John Cragin.
- Five new gift annuities have been established due to the efforts of JoAnn Graffam.
- Tours are being planned for key audiences in healthcare and education for fundraising efforts for the Ummel Technology building.

Dr. Parsons noted thanks to President's Council for the approval of a new Data Analysis position for the Foundation and also expressed appreciation to Al Stadler for his assistance.

Dr. Parsons also expressed thanks to the Board, the Search Committee and the President for giving him the opportunity to work at Missouri Southern and shared bittersweet news concerning a new position he has accepted at the University of Wisconsin-Stout as Vice Chancellor for University Marketing and Advancement and the Executive Director of the Stout University Foundation. Dr. Parsons noted this decision was based on a need for him and his wife to move back closer to family due to serious illnesses of family members and the desire to live closer to children and grandchildren. Dr. Parsons noted he has had a very positive experience at Missouri Southern under the leadership of Dr. Speck and credited his experience here to enable him to move forward into this new position at the University of Wisconsin.

The Board expressed appreciation to Dr. Parsons for his accomplishments at MSSU and wished him the best in his new position. Dr. Parsons assured the Board he will work with Dr. Speck and the University to make an orderly transition and he does plan on attending the September Board meeting.

## **VP for Academic Affairs (Dr. AJ Anglin):**

### ▪ **Academic Goals**

- Dr. Anglin distributed an Academic Goals packet that was distributed to faculty during their Fall Study Conference. The packet contained the following:
  - Dr. Anglin's Academic Goals for 2010-2011 (his "report card") with notes in red type to explain how each Goal has been accomplished or if it is still on-going.
  - Academic Goals for 2011-2012. Dr. Anglin noted Item #1, "goals" and Item #7 "tenure" will be especially important items of which he will keep the Board informed.
  - A listing of 25 new faculty members organized by their School and department.
  - A schedule of "Fall Startup Activities" (August 15 – 21) for faculty, staff and students and information about the Fall Study Conference.

### **VP for Academic Affairs (continued):**

#### **▪ Faculty Study Conference**

- The Fall Faculty Study Conference will now permanently be named the Dr. José Alvarez Faculty Study Conference in honor of Dr. Alvarez who lost his life in the May 22<sup>nd</sup> tornado.
- Dr. Anglin noted the conference was a very successful day. Dr. George Mehaffy's presentation was very informative and well received. The optional breakout sessions were well attended and provided useful information. The campus community luncheon for faculty, staff, current and past Board members and retirees was also very well attended and well received. Dr. Anglin noted Connor Ballroom was at capacity and expressed appreciation for the spirit of codependency the campus community has following the tragic events of this summer. Dr. Anglin also noted appreciation to Dr. Tia Strait and Mr. Aaron Lewis for sharing their experiences involving the efforts of the campus in the many many aspects of the relief effort.
- Also during the conference, twenty four (24) faculty members were recognized for a total of 500 years of service at MSSU. Dr. Anglin noted the tenure and longevity of MSSU's faculty members is a great symbol of the institution and very valuable.

Dr. Buchanan noted the luncheon in conjunction with the conference was very impressive and was impressed by the various groups in attendance.

### **VP for Student Affairs (Mr. Darren Fullerton):**

#### **▪ Initiatives to Assist Students**

- Providing information to students on enrollment opportunities has been a priority.
- An old fashioned "Back to School Fair" was held on July 27 to assist students in restoring a sense of community. The Fair was a great success with over 100 new students enrolled and 75 additional students assisted.
- Students from Athletics and registered student organizations have worked extensively with FEMA over the summer to assist the community during the relief effort.
- Many offices such as Financial Aid and the Bursars office are seeing up to 300 students per day.
- Approximately \$30.2 M in federal, state, and institutional aid has been awarded and \$30.8M has been accepted for the 2011-2012 academic year.
- A \$25,000 default prevention grant from the state has been awarded to Financial Aid.

#### **▪ Upcoming Events**

- A signing ceremony is scheduled for Tuesday, August 23 with Ozark Christian College (OCC) to offer degree completion studies for students from OCC to earn a Bi-vocational Biblical Studies degree with MSSU. This agreement will include most of the programs at MSSU and allow for co-enrollment.
- Many upcoming activities are planned for the fall as noted in brochures distributed by Darren.  
(*Brochures are attached to the minutes in the permanent record book.*)

Darren noted special thanks to CC Creations for their donation of 500 T-shirts. 100% of the proceeds from the sale of the shirts will go directly to the Tornado Relief Effort Fund here at MSSU.

### **Focus on Students - Kelly Wilson (Mr. Darren Fullerton):**

Kelly Wilson, Director of Advising, Counseling and Testing Services (ACTS), shared the following information with the Board to bring them up-to-date on the Tornado Outreach through ACTS. Kelly noted the following:

- The first priority after the tornado was how to reach MSSU students since the semester was over and many live out of town and out of state. An outreach form was quickly developed and placed on the web. Approximately half of MSSU students have completed the form. All of these students have been personally contacted by staff with less than 10 students indicating they will be unable to attend classes this fall.
- Stories continue to pour in from students who have lost their family members, friends, pets, home, employment, car, and who have been displaced by the tornado.

### **Focus on Students (continued):**

- MSSU counselors have met with several students and conducted a presentation for faculty on "Seeing Signs of Distress" with more outreach and information/support sessions planned for faculty and staff.
- Four licensed counselors worked all summer to reach out to the campus community. Kelly noted everyone has been affected either directly or indirectly by the tornado. Kelly also noted a great service being provided to university employees is free counseling sessions.
- ACTS hosted EMDR (Eye Movement Desensitization and Reprocessing) Training I for thirty area Mental Health Counselors on July 29 – August 1. EMDR Training II is scheduled for this fall.
- Work sessions will begin on August 30 to begin the process of giving hope and to develop strong support groups to help people cope with life after the tornado.
- Kelly encouraged everyone at MSSU to become a "First Responder" and to reach out to others.

*(Handouts giving detail about the topics Kelly presented were given to the Board and are attached to the minutes in the Permanent record book.)*

### **Faculty Liaison (Dr. Cliff Toliver - Faculty Senate, President):**

Dr. Toliver thanked Dr. McGinty and David Jones for their years of service to the Board and welcomed Chuck Surface on behalf of the faculty.

Dr. Toliver noted Faculty Senate has not met this summer due to most of the faculty being on break. Even though a significant number of faculty will not be returning due to retirement and other employment opportunities, Dr. Toliver expressed excitement and positive anticipation regarding the hiring of 25 new faculty members.

Dr. Toliver noted this year's Faculty Study conference was well received and in speaking with faculty, he as received only positive comments. Dr. Toliver also noted remarks by the President, Vice President for Academic Affairs, Dr. George Mehaffy and presentations by MSSU's own faculty and staff provided useful information to help begin a great academic year. Dr. Toliver noted appreciation for Wednesday's luncheon that brought not only the current campus together, but also past members of faculty, staff and the Board to foster a spirit of community.

The first Faculty Senate meeting for the fall semester is scheduled for Monday, August 29 beginning at 3:00 PM in BSC 309. Future Faculty Senate meetings will be held the 1<sup>st</sup> Monday of each month. Dr. Toliver noted dozens of committee meetings will be held and the faculty are eager to work with the Board to meet the challenges ahead and are looking forward to an extraordinary year.

### **Staff Liaison (Mr. Greg Killingsworth – Staff Senate, President):**

Greg thanked the Board on behalf of the Staff Senate for the recent employee stipend and for the opportunity to report on behalf of the Staff to the Board.

Staff Senate has been busy the last two months with the election of new Senators and officers. Committees are being reorganized and Staff Senate is looking forward to a good year. Greg noted several new ideas will be presented in the upcoming months.

### **Student Senate President (Mr. Johnathan Saunders):**

Johnathan noted it is an honor for him to serve as the student liaison to the Board as President of Student Senate until Governor Nixon appoints a new student representative.

Due to the fall semester not beginning until next week, Student Senate has not met. Elections will be held the first week or two of the semester with anticipation for a great year ahead. Johnathan expressed pleasure in the new electronic message board sign installed on Newman Road in front of the campus and noted this project has been a multi-year multi-person project with a great end result. Johnathan thanked the administration for their support of this student led project.

**Board Committees:****Academic Affairs (Dr. Charles McGinty & Richard Walter Co-Chairs):**

No report given. This committee has not met since the last Board meeting.

**Budget Audit (David Jones, Chair):**

No report given. This committee has not met since the last Board meeting.

**Personnel (Dr. Sherry Buchanan, Chair):**

This committee has met with Dr. Speck to begin discussing and reviewing performance expectations. A second meeting is planned sometime in September.

**President (Dr. Bruce Speck):****Campus & Community Updates**

- Dr. Speck expressed thanks to Dr. McGinty and David Jones for their many years of service to Missouri Southern and the contributions they have made while serving on the Board.
- Dr. Speck congratulated Chuck Surface on his appointment to the Board and thanked him for his willingness to serve.
- Dr. Speck noted appreciation to Dr. Mark Parsons for his "superb service" to Missouri Southern and wished him the best in his new position at the University of Wisconsin-Stout. Dr. Speck noted Dr. Parsons will be missed and considers this new position at Stout a tribute to Dr. Parsons' achievements while at Missouri Southern. Dr. Speck noted a national search will be conducted to find a replacement for Dr. Parsons as quickly as possible. The search committee will have a representative from the Board of Governors and the Foundation Board in addition to other members. Dr. Speck assured the Board he will work with Dr. Parsons to ensure an orderly transition.
- Each Board member received a DVD of Dr. George Mehaffy's presentation to the faculty this week. Dr. Speck urged each Governor to review the DVD and noted the information Dr. Mehaffy presented is essential information for the future of higher education. Dr. Mehaffy is a nationally known speaker and provides evidence that higher education must change to survive. Dr. Speck noted he completely agrees with Dr. Mehaffy's analysis.
- Dr. Speck offered his personal appreciation to the Student Senate for its efforts and leadership in ensuring the campus has an electronic message board sign. Dr. Speck also expressed appreciation to the Integrated Marketing committee and the physical plant for all of their efforts to make this project a reality.
- In the near future, President's Council will review MSSU's efforts to recruit the next freshman class and will hold a summit internally regarding enrollment. Enrollment is a major priority for the entire campus and the campus has an obligation to help students be successful.
- This month, Governor Nixon is holding a Summit on Performance Funding of Higher Education. University Presidents, Board Chairs, Faculty Senate Presidents and other administrators are being encouraged to attend.
- The theme for the fall semester is Egypt. Dr. Speck encouraged the Board to attend the various educational and cultural events planned for the semester.
- Personal stories about the extraordinary service from students, staff and faculty at MSSU continue to be heard throughout the community regarding the relief efforts. Many people from outside the university have told Dr. Speck how proud they are of the way Southern stepped-up to meet pressing community needs. Dr. Speck closed his report by affirming how proud he is to be a part of a community of people who made self-sacrifice the measure of extraordinary service and who continue to go above and beyond to serve the campus and the community.

**OLD BUSINESS:**

None.

**NEW BUSINESS:****Consideration of Academic Policies Proposals (Dr. AJ Anglin, V.P. Academic Affairs):**

- None

**Consideration of Appointments, Retirements, Resignations (Dr. AJ Anglin, V.P. Academic Affairs):**

- **New Hires:**

- Mr. Charles Adams (Assistant Professor of Criminal Justice)
- Ms. Teddy Byler (Instructor of Distance Dental Hygiene-Rolla)
- Dr. Ronald Cansler (Assistant Professor of English & Philosophy)
- Mr. Carl Cobb (Assistant Professor of Communication)
- Dr. Bradley Creamer (Assistant Professor of Biology)
- Mr. William G. Davis II (Assistant Professor of Nursing)
- Ms. Peggy Day (Assistant Professor of Teacher Education)
- Dr. Jennifer Dennis (Assistant Professor of Biology)
- Ms. Holly Hackett (Assistant Professor of Psychology)
- Ms. Kimberly Kester (Assistant Professor & Interim Director of the Intensive English Program)
- Dr. Susana Liso (Assistant Professor of English)
- Ms. Christi Mattix (Instructor of Accounting)
- Mr. Doug Myers (Instructor of Management)
- Mr. Brett Peine (Instructor -EMS Director)
- Ms. Olive Sullivan (Assistant Professor of Communication & Chart Advisor)
- Ms. Tanya Yantis (Instructor of Management)

- **Retirements:**

- Dr. Jay Moorman (effective August 11, 2011)

- **Resignations:**

- Dr. Christie Cathey (effective June 15, 2011)
- Dr. Andrea Hellman (effective August 1, 2011)
- Dr. Damon Kraft (effective August 1, 2011)
- Mr. Steven Labadessa (effective August 1, 2011)
- Mr. William Trudeau (effective September 9, 2011)

- **Other Action:**

- Mr. Kelly Larson has been named the Interim Department Head for the Communication Department effective August 1, 2011.

*A motion was made by Nancy Perry and seconded by Rod Anderson to approve Appointments, Retirements, Resignations and Other Action. Motion passed. (A copy of the personnel sheet is attached to the minutes in the permanent record book.)*

**OTHER ITEMS:**

Chair Buchanan referenced an email she previously sent to the Board regarding Board committee membership and noted Board agreement to committee assignments as follows:

Executive – Sherry Buchanan, Richard Walter, Rod Anderson and Bruce Speck

Academic Affairs – Richard Walter, Lynn Ewing, (David Jones' replacement), Sherry Buchanan

Budget/Audit – Nancy Perry, Dwight Douglas, Rod Anderson, Sherry Buchanan

Personnel/Compensation – Dwight Douglas, Rod Anderson, Richard Walter, Chuck Surface, Sherry Buchanan


Chair Buchanan noted, per the Board by-laws, each committee elects its own Chair and asked that each committee meet before the September Board meeting for that purpose.



**ADJOURNMENT:**

Chair Buchanan noted a closed Executive session was not needed and asked for a motion to adjourn.

*A motion to adjourn was duly made and seconded by David Jones. Motion passed.*

  
Secretary

  
Chair