

**Bayshore Beach Club, Inc.
Board of Directors Meeting
October 20, 2018**

In attendance:

Mel Blecher, President	Division 4
Mike McReynolds, Vice President	Division 6
Mark Cook, Corp. Sec.	Division 1
Jackie Russell, Director	Division 2
Skip Smith, Director	Division 3
Michael Bradshaw, Director	Division 3
Phillip Arnold, Director	Division 5
Bill Nightingale, Director	Division 7

Absent:

James Davis, Director	Division 5
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Board President, Mel Blecher, called the meeting to order at 1:00 pm and verified that a quorum was present.

MEMBER COMMENTS

Chief Tom Sakaris of the Seal Rock Fire Protection District addressed those present at the meeting, reminding everyone that this is fire prevention month. He urges everyone to check their fireplaces, flus and chimneys, and encourages everyone to have clear address signage for a faster response. He also encourages everyone to change the batteries in their smoke detectors when they change their clocks on November 3rd. If you need help changing the batteries, just call the Fire Dept. (541-563-4441) and they will contact the Red Cross to arrange for that assistance. Also, he asked that everyone please be sure to vote on November 6th and reminded those present that there is a local option tax ballot measure on the ballot, which, if passed, would fund two more paid firefighter positions. He stated that they still need volunteers, as well.

Member Robin Adcock then spoke regarding past member and Board Director Pat Johnson and his family. Pat and Terry's son, Devin, who worked at Bayshore as a pool attendant, was in a very serious single car accident in Tucson, AZ about four weeks ago. Devin suffered a severe spinal cord injury and is in acute ICU. There were some difficulties with his heart, so he has been given a pace maker to assist his heart function. There have been small improvements. Pat, Terry and their family appreciate the thoughts and prayers that their Bayshore friends and neighbors have been sending.

APPROVAL OF MINUTES

President Blecher asked if there were any changes that needed to be made to the minutes of the September 2018 meeting. There were none, and the minutes were accepted as submitted.

Legend for Motions

M -Motion	S -Second
P -Passed	F -Failed
W -Withdrawn	A -Amended

REPORTS

Financials

The financial reports for August 2018 were accepted as submitted. President Blecher reported that Bayshore is doing well financially.

Planning Committee (Mary Lou Morris, Co-chair; Norman Fernandes, Co-chair; Robin Adcock; Deanne Cook; Phillip Arnold)
Committee Member Robin Adcock presented.

STATS 9/06/18 to 10/09/18

TREES

Summary
3 New complaints
3 Info letters
2 NV letters
2 Update letters
19 Personal contacts, phone calls and emails
11 In process
3 Done

VEHICLES

Summary
4 New complaints
4 Info letters
1 Notice of Fine
6 In process
0 Done

OTHER

Summary
4 New complaints – vacation rental, unkempt lot, dumping in canal, dead trees
3 Info letters
1 Update letter
5 Personal contacts, phone calls
6 In process
0 Done

CONSTRUCTION

Summary
Approved – replace siding/paint, gates for fence, fence/retaining wall, 2 fence, home, concrete wall, repair deck/stain
7 Personal contacts, in person and phone calls
44 In process
9 Done – paint, reside/windows, porch/steps, new roof/siding/paint, 2 fence, 1 steps, 1 gates, house

Legend for Motions

M-Motion **S**-Second
P-Passed **F**-Failed
W-Withdrawn **A**-Amended

PERMITS

Summary

2 Boats approved

1 Personal contact – questions about both permits during construction

NOXIOUS WEEDS

Summary

1 In process

4 Done

The abatement of a fine levied against a member at the August Board Meeting was discussed. The member was fined \$400.00 for non-compliance regarding noxious weeds on his property. It was reported that the lot had been cleared of all noxious weeds prior to the fine being levied, but the member had not reported the work having been completed.

MSP

President Blecher made the motion, and it was seconded, to abate the \$400.00 fine for non-compliance.

Motion passed unanimously.

Long Range Reserve & Physical Assets (Chair, Michael Bradshaw; Mel Blecher, Board Liaison; James Davis; Bob Tunison)
Committee Chair Michael Bradshaw presented.

Long-Range Planning/Physical Assets Committee Report

October 2018

Membership

Michael Bradshaw (Chair), Mel Blecher (Board Liaison), James Davis, Bob Tunison

Long-Range Planning Updates

The identification of long-term assets and maintenance schedules is underway for next year. Any suggestions or observations should be forwarded to Michael at <mailto:bradshaw1113@peak.org> as soon as possible for consideration and possible inclusion in the 2019-2020 budget.

Physical Assets Updates

Completed Items So Far This Year (2018-2019)

- ✓ The roof repair/maintenance was completed under budget, as reported verbally in June.
- ✓ An urgent repair was performed on the pool in June/July for a leak in the plumbing for \$2,000.
- ✓ A new stove was placed in the kitchen in June for less than the budgeted amount.
- ✓ Internet upgrades were completed in early October.
- ✓ The budgeting process for the Physical Assets Committee was semi-automated in April.

Security Cameras throughout Clubhouse and Pool Area

As mentioned earlier this year, options similar to ADT are excluded from consideration. We continue to review the many options available: Nest, Ring, D-Link, and others. The Wi-Fi at the clubhouse is now

Legend for Motions

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P-Passed **F**-Failed
W-Withdrawn **A**-Amended

upgraded, and shopping for these can begin in earnest. The specifications for equipment requirements remain the same as previously reported.

Budgeting Procedure Automation

The process for budgeting should be completely automated (one-button macro in the spreadsheet) by the end of November, 2018.

Smart TVs for the Clubhouse

The approval of funds for the purchase of new Smart TVs for the ballroom and the activities room is an action item for this month’s board meeting. We have examined the options available locally and as far away as Florence and Lincoln City. The easiest is to get everything needed from one place. However, the most cost effective may require getting different items from different places. For example, we might purchase the TVs from Wal-Mart, the sound bar from Best Buy, and the mounting hardware from someplace else to save money.

We have narrowed the options for smart TVs down to Vizio or Samsung. From online reviews of several shopping sites (Best Buy, Wal-Mart, Sears, Costco, and Amazon), we believe that both upstairs and downstairs TVs can be replaced with wall-mounted smart TVs including a sound bar in the activity room and surround sound and a Wi-Fi capable blue-ray player in the ballroom for under \$2500 as detailed below (bolded items are suggested for purchase).

Company	Item	Description	Cost
Best Buy	55” Smart TV	Toshiba	\$284.99
	65” Smart TV	Samsung	\$749.99
	Sound Bar	Bose	\$249.99
	Sound Bar	Samsung	\$379.99
		Vizio 2.0 channel	\$89.99

Company	Item	Description	Cost
Wal-Mart	55” Smart TV	Samsung	\$447.99
		Vizio	\$888.99
Wal-Mart	65” Smart TV	Samsung	\$849.99
		Samsung (refurbished)	\$474.99
		Vizio	\$798.99
	Sound Bar	Samsung (5.1 channel + Blue-ray)	\$377.99

Company	Item	Description	Cost
Sam’s Club	55” Smart TV	Vizio	\$479.00
	Sound Bar	Vizio 2.1 Channel	\$139.99

Company	Item	Description	Cost
Amazon	Sound Bar	Vizio 2.1 channel	\$148.99
		Bose	\$249.00

Company	Item	Description	Cost
Sonos	Sound Bar	Beam alone	\$399.00
		Beam and 2 wireless speakers	\$697.00

Mounting hardware is generally between \$70 and \$200. Suggested configurations for each setup are as follows:

Upstairs

Legend for Motions

- M**-Motion **S**-Second
- P**-Passed **F**-Failed
- W**-Withdrawn **A**-Amended

Samsung 65" TV	\$849.99
Samsung (5.0 ch + Blue-ray)	\$377.99
Subtotal	\$1,227.98

Downstairs

Samsung 55" TV	\$447.99
Vizio Sound Bar	\$89.99
Subtotal	\$537.98

Estimated total for both configurations (including mounting hardware—estimated high) is less than \$2,200 (+/-10% based on stock and shipping requirements). We are still unsure of the compatibility of the Vizio sound bar with the Samsung TV, but a 2.0 channel Samsung sound bar can replace it for about \$100 more. Assuming we can get approval from the board at this meeting, we should be able to have the TVs in place before the end of October.

Sound System (PA) for Ballroom

The current sound system is effective, but it does require new speakers, at least. We suggest using a “home theater system” for the ballroom TV, as indicated in the estimates above, and keeping the basic PA system intact with new speakers. Five replacement speakers can be acquired for about \$150 - \$200 each. A wireless system will cost a bit more. Sonos has a system of wireless speakers and a hub that might work, but we need a little more research into this. Is there a need for the CD and tape players connected to the PA system?

Website Updates

Michael officially took over the website in late September. It is under review and minor changes were introduced this week with an email to all members, informing them of the first round of updates. The site is a mess with multiple unused folders, no JavaScript, and a layout from the 1990s. Michael hopes to bring it into the 21st century by January, 2019.

Some questions should be addressed by the board or membership: 1) What is the complete purpose of the website (internally—such as members—and externally—such as vacationers and renters—to Bayshore)? For example, should the site be available to the general public for “house hunting,” etc? 2) Do we have any information on how visitors use the site currently (informatics/site statistics)? 3) What information is most often reviewed? 4) Do visitors use phones and tablets as well as computers to access the site?

Upstairs Ladies’ Restroom

Options are still under consideration. The budget for this line item was approved for 2017-2018 and the funds carried over until completion.

The purchase of smart TVs for the Clubhouse was then discussed. To purchase a 65” smart TV for the upstairs and a 55” smart TV for the recreation room, both with sound systems and including hardware, would cost approximately \$2200.00 to \$2500.00. A discussion followed in which the possibility of upgrading the existing DVD player(s) was mentioned.

MSP

President Blecher moved, and it was seconded, to approve a maximum of \$2500.00 for the Committee to purchase a 65” smart TV for the Clubhouse, and a 55” smart TV for the recreation room. The \$2500.00 would come from the Contingency Fund.

Motion passed unanimously

Legend for Motions

- M**-Motion **S**-Second
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Committee Chair Bradshaw then reported that the updated website is still under construction. He also stated that reporting that the website was a “mess” in his written report was no reflection on past website maintenance providers, just that it’s old and not up to date. A discussion followed regarding what should be included in the website. Several people gave opinions, and they will be contacted for follow up discussions.

Committee member Bob Tunison reported that the update and switch-over to the new network and phone system is almost complete. The switch-over should happen within two to three weeks.

Facilities Manager

Facilities and Pool Manager Bob Tunison presented.

POOL MANAGER REPORT

The following is a summary of the results from the 2018 pool season. The season began on Wednesday, May 23rd and ended on Sunday, September 16th.

- Member usage of the pool during the 2018 season was 4,281 which represents an approximate increase of 4% over the corresponding figure for the 2017 season. During the 2018 season, the largest single-day usage was 127 members.
- Receipts from renters totaled \$3,254.00 as compared to \$5,178.00 during the 2017 season. This represents a 37% decrease in renter’s income during the 2018 pool season compared with the previous year. A casual survey of four vacation rental companies servicing the Bayshore rental properties confirmed a “significant” decrease in the number of registered guests during the 2018 season although no supporting figures were divulged.
- The pool was closed on June 1st and 2nd due to severe chemical reaction causing a “fogging” of the pool water. It was also closed from 11:00 AM to 3:00 PM on June 19th for detection of a water leak by an outside vendor. Finally, the pool was closed on July 12th in order to have the outside vendor (American Leak Detection) repair the leak in the pool water line. This date was chosen to avoid closure during the week of July 4th and was not delayed until after season ending closure of the pool due to the projected cost involving the replacement of water during the 9-weeks remaining in the season versus the cost of the repair (~ \$2,250.00 vs. \$2,600.00, respectively).
- Two new pool attendants were hired at the outset of the 2019 season and both did an excellent job throughout the season. They have both been encouraged to return for the 2019 season and, assuming they do not receive acceptable job offers in the interim, are anxious to do so.
- As was also indicated in the 2017 season ending report, the number of both renters and members using the pool on a daily basis decreased significantly following Labor Day on

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September 3, 2018. From September 4th through the closing date on September 16th, the total income from renters was \$54.00 representing a total of six swimmers. During that same period, the average daily use of the pool on weekdays was 14 swimmers per day and 4 swimmers on weekends. These numbers are comprised of approximately 10 swimmers in the Aquasizers group on weekdays (who do not meet on weekends) and 4 lap swimmers who use the pool, on average, 7-days per week.

- A significant change in the pool schedule during the 2018 season was the replacement of renter swimming privileges in the evening with a member only lap swim. From the feedback received during the season by members, this change appears to have been positively accepted by both lap swimmers and other members who regularly use the pool.

Pool chemical expenses increased by approximately 12% during 2018 as compared to the 2017 season. This was almost entirely the result of the additional need for chemicals to keep the water balanced every other day as the result of the constant need to replace water due to the pool leak prior to July 12th, the repair date. This additional expense will not be repeated during the 2019 season.

FACILITIES MANAGER REPORT

- Following closure of the pool on September 16th, an email was received from a member requesting that consideration be given to extending the pool season thru or considerably further into the month of September. The following information is being provided to the Board in order to help facilitate their decision when considering this request.

The cost per week of compensation to pool attendants is \$924.00/wk. The approximate cost of propane per week to heat the water is \$215.00/wk. The approximate cost of electricity to run the pool filters and pool heaters for 24-hours a day is \$30.00/wk. The cost of pool chemicals per week is approximately \$180.00/wk. The combined total of the above costs is \$1,349.00 per week. In a separate report on the 2018 pool season, I included a figure of the average number of weekday, member swimmers (14 per day) as well as an average number of weekend, member swimmers (4 per day) following Labor Day of this year through and including the closing date on September 16th. Based on those average member use numbers, the cost per member to extend the season for one week is approximately \$17.25 per hour of swim time (based on a total of 78 hours of member swim hours per week). The same average cost per member hour of swim time during the remainder of the season is approximately \$4.10 per hour of swim time. In other words, the cost paid by Bayshore to extend the pool for each additional week beyond Labor Day (as requested in the email) is \$1349.00 per week which translates into a cost per member swimming hour of over 4-times the same cost during the

Legend for Motions

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previous portion of the season due to the dramatic decrease in the number of members using the pool following Labor Day each year.

- Since the closure of the pool for the 2018 season, the winterization of both pool filters, both filter pumps, and the pool's vacuum system have been completed. During this process, several leaks in the filter lines contained within the filter room were detected and repaired. Following winterization and repair, the entire system was pressure tested and inspected one final time before being shutdown from its normal, daily operation. However, the filtration system (excluding the pool heater) will be run 1-week each month in order to circulate the water and, consequently, the pool chemicals which will be added periodically throughout the winter to prevent excessive algae build up in the pool and/or water lines servicing the pool.
- All of the pool and patio furniture has been cleaned and stored for the winter, the pool decks have been washed down and sprayed with a disinfectant, and all pool plants have been removed. The outside door to the pool as well as the sliding door to the pool from the activity room has been closed/locked and will remain so until the Spring of 2019 and re-opening of the pool.
- Quotes on the cleaning of both the upstairs and downstairs fireplaces and chimneys have been received and will be done on Monday, October 29th. Following cleaning, repairs to the firebricks in both fireplaces will be completed (does not necessitate use of an outside vendor).
- Winterization of the boiler system has been completed with the singular exception of replacing a worn part inside the body of the boiler. That part has been ordered and will be replaced upon receipt of the part.
- The hole in the tennis court fence has been repaired by the time of this meeting or will be repaired no later than next week.
- An estimate for the remodeling of the upstairs restroom(s) will be submitted to the Board at/before the next Board meeting. Although I am planning on using an outside vendor to complete some of the work, a large part of the work will be done in-house.
- A decision has been made to remove the cement anchoring the current basketball pole at Mackey Park as the only viable way of replacing the pole with the new basket pole, backboard, and net assembly which we ordered and received. I will have rented a jackhammer and generator from Newport Rentals by the time of this meeting or will do so within the first week following this meeting.
- Winterization of the clubhouse has almost been completed. Remaining is the removal, cleaning, and replacement of the boiler valve system located in the storage room located on the second floor of the clubhouse.

Legend for Motions

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- During late August and early September, I prepared the existing grass adjacent to and directly to the North of the Facility Manager’s residence for an experimental reseeding. The primary purpose was to determine the success of reseeding the existing grass with an eye towards doing the same on the current grass on the South and East sides of the swimming pool enclosure. I have had very successful results using a grass seed and fertilizer specifically created for the Pacific Northwest. I plan to re-seed the two areas mentioned above as well as install an automatic sprinkler this winter. All of the weeds in both of these areas were removed during this past summer.
- Spectrum is in the process of porting our telephone numbers from our current telephone service provider but needs to re-string the current residential cable incorrectly installed this summer with an upgraded, business/commercial cable. Both of these items should be completed within the next 5 working days.
- Pull-down blinds upstairs have been repaired. One replacement part is on order for completion of repairs on one particular blind.

SUGGESTED NEW ITEMS FOR BOARD CONSIDERATION:

I would like the Board to submit the following items for consideration prior to/during the November Board Meeting:

1. The installation of an automatic sprinkler system for the grass areas as referenced on the proceeding page.
2. The cleaning, plaster repair, and repainting of the pool surface by an outside source in the Spring of 2019.
3. The replacement of carpeting in the Facility Manager’s residence.
4. The installation of a cost-saving chemical delivery system for the pool in the Spring of 2019.
5. Clarification of the policy (written or informal) on the use of the upstairs portion of the clubhouse (use based on pre-registered groups only? / use open to members at any time?)

Facilities/Pool Manager Bob Tunison then suggested that the pool season for 2019 be as follows:

Open: Wednesday, May 22, 2019

Close: Sunday, September 15, 2019 (second Sunday after Labor Day)

A discussion followed. Director Russel inquired about the possibility of somehow raising revenue to extend the pool season. It was pointed out the it would cost Bayshore approximately \$1350/week to extend the season for a relatively small number of pool users, and marketing the pool, or otherwise making it available for others besides members and short-term renters renting member-owned vacation rental dwellings, could not be considered due to Bayshore’s

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C&Rs and non-profit status. More discussion followed. Director Cook then called for a motion. Director Russell left the meeting.

MSP

President Blecher moved, and it was seconded, to approve the 2019 Pool Season as suggested by the Facilities/Pool Manager, opening on Wednesday, May 22, 2019 and closing on Sunday, September 15, 2019.

Motion passed unanimously.

Safety Committee Report (Chair, Melissa Chown; Judith McNeil; Mike McReynolds)

No report.

Policies and Procedures (Co-Chairs, Bobbie MacPhee & Vivian Mills; Skip Smith)

No report.

President Blecher reminded the Board that at the August Board meeting, the Planning Committee requested that the following wording be added to the Policies and Procedures manual: "Current property owners are not responsible for violations committed by previous owners. If current property owners make changes or improvements, they must be up to current (county) code." The Board passed this matter on to the Policies and Procedures Committee for follow up, study and possible re-wording. The Committee responded that "Due to the possibility of liability issues arising at some time in the future regarding this wording, the Policies and Procedures Committee recommends that the Board of Directors seek a legal opinion on this matter." President Blecher reported that he had spoken with the attorney and that he had just received a response, which he will provide to the Planning and the Policies and Procedures Committees for further review.

Social Committee (Rose Bradshaw, Chair; Deb White; Paula Brubaker)

Committee Chair Rose Bradshaw presented.

SOCIAL COMMITTEE REPORT October 2018

The Halloween Bash

The SPOOKTACULAR event will be held on Saturday, October 27th. The party will commence at 4 pm when members will have the opportunity to have their photos taken and, at their request, have the photos emailed to them. A potluck dinner is planned from 5pm-7pm. The Social Committee will provide soft drinks and water. Prizes will be given for best costume and most eerie dish (costumes are not required). From 7pm-9pm, adults will be able to continue the fun with a dance. Thus far, 50+ members are planning on attending the Bash. The Social Committee will be accepting non-perishable food items as a courtesy for the Operation Santa Food Drive.

Fun Friday Mingle & Movie Nights

The 2nd Friday of each month (with exception of December, which will be on the 7th) members will have the opportunity to meet and greet their neighbors. From 5:30pm – 6:15pm they can

Legend for Motions

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mingle while enjoying a potluck. A movie will follow. Members and their guests are welcome to come for part or all of the activity. The Social Committee will provide popcorn and soft drinks during the movie.

DancerXise

Starting November 5th, members will be able to “move it and lose it” with their neighbors every Monday and Wednesday from 10:30am to 12pm. The DVD instruction will include exercise using various dance/aerobic techniques (Salsa, Cumbia, Country, etc). Members can move at their own pace and intensity and will be required to complete a waiver prior to participating. DancerXise will run through April 2019.

2018 / 2019 Events

Halloween Bash	10/27/18
Holiday Celebration	12/15/18
Super Bowl Potluck	02/03/19
Mardi Gras	03/02/19 (if funds permit)

Communications Committee (Bob Mowrer, Chair; Lee Davis; Margaret Partlow)
Committee Chair Bob Mowrer presented.

Directors, Committee Chairs, Regular Contributors

Late news is not good news for the Breeze or for members. It makes accurate and timely publication of the Breeze very difficult. When President Skip asked for written Committee Reports prior to the BOD meeting, I was ecstatic because I had Committee Reports and other regular contributions set in the Breeze before the BOD meeting. Now I am getting reports informing members from committee chairs, directors, and individuals arriving after the BOD meeting on Wednesday or later—some with no advanced notice.

My goal is to finalize the Breeze by Wednesday following the BOD meeting, have the Breeze proofed by Thursday, make edits and send finished Breeze to Kathi for distribution on Friday. In October, too much time was spent from Wednesday to Friday adding and placing late copy. I compounded the problem by redoing set pages which created more problems.

I hope contributors will assist with timely contributions so the Breeze is completed and sent to Kathi by Friday noon after the BOD meeting—a goal that has been difficult to meet.

For the past few months, directors, chairs, and members have used the Breeze to communicate with the members directly and some have included pictures, tables, and other non-text material. I believe it is important to group similar material (committee reports together and direct communication from members/directors) together on different page). In September, I created more problems by trying to reset a page that was complete, proofed, and fully formatted.

My errors in the September Breeze tell me I need to set a timeline for contributions. I cannot spend time redoing a page lay-out to provide a better location for a late report or spend any time on time consuming formatting after the layout is complete.

Suggested Guidelines for Breeze content:

- **Text only reports** (no special formatting). Director and/or committee contributions—not regular committee reports--need to be to me by Wednesday prior the BOD meeting or to me on Monday following the BOD meeting **with a Friday heads-up on subject matter and length.**

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- Numeric data (tables and or graphs) require more time to lay out in the page layout program and should be submitted prior to the BOD meeting or with a heads up and in my hands by Monday after the BOD.
- Highly formatted text combined with graphics/tables may be difficult and time consuming to duplicate in the layout program and needs to be submitted **prior to the BOD meeting**. I love formatting challenges but do not have time in the week following the BOD meeting for special formatting.

The following time deadlines will be imposed starting with the October Breeze.

- Reports submitted prior to the BOD Saturday will be placed and formatted.
- Reports submitted by Monday after the BOD Saturday—**with a prior heads--up** will be placed and formatted as fully as time allows.
- Reports received by Wednesday without a heads up, or prior to the final proof reading will be placed on the last page of the Breeze without formatting or proofreading.

Suggestions or comments to improve the process easier and better are welcomed.

UNFINISHED BUSINESS

The was no unfinished business.

NEW BUSINESS

Pool 2019 Schedule

This item was addressed earlier in the meeting. Refer to page 10.

Spring 2019 Clean Up

President Blecher informed the Board that the Spring Clean Up Committee has set the date for the 2019 Spring Clean Up. It will be on Saturday, April 27, 2019. The total cost of the clean up is projected to be approximately \$1700.00

President Blecher then requested some feed back regarding last year's clean up. It was reported that there had been a number of complaints of some piles of debris not being picked up. Several complaints were reported to the office and to the Planning Committee. It was also noted that the clean up had worked better when containers were used, rather than a chipper. More investigation was recommended.

The meeting was adjourned at 2:00 PM.

Minutes prepared by Kathi Loughman

Legend for Motions

M-Motion **S**-Second
P-Passed **F**-Failed
W-Withdrawn **A**-Amended