

MINUTES OF THE SPECIAL MEETING OF THE MANASOTA LEAGUE OF CITIES, INC.,
HELD ON MARCH 5, 2015

MEMBERS PRESENT:

- | | | |
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| City of Anna Maria | - | Mayor Dan Murphy, Board Member
(Left meeting at 12:00pm) |
| City of Bradenton | - | Councilman Patrick Roff, Secretary/Treasurer |
| City of Bradenton Beach | - | Mayor William "Bill" Shearon, Board Member
(Left meeting at 12:04pm) |
| City of Holmes Beach | - | Commissioner Jean Peelen, Board Member
(Left meeting at 12:34pm) |
| Town of Longboat Key | - | Vice Mayor Jack Duncan, President |
| City of North Port | - | Commissioner Linda Yates, Board Member
(Left meeting at 12:18pm) |
| City of Palmetto | - | Commissioner Brian Williams, Board Member |
| City of Sarasota | - | Mayor Willie Charles Shaw, Board Member |
| Sarasota County | - | Commissioner Carolyn Mason, Vice President |
| City of Venice | - | Councilman Kit McKeon, Board Member |

ABSENT:

None

ALSO PRESENT:

- | | | |
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| Pamela M. Nadalini | - | Executive Director |
| Ex-Officio Member | - | Sandra Haas-Martens
(Left meeting at 12:04pm) |

PRESIDING:

- | | |
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| - | President Jack Duncan |
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I. CALL TO ORDER

President Duncan called to order the March 5, 2015, Special Meeting of the ManaSota League of Cities (MSLC) at 9:30 a.m.

II. PLEDGE OF ALLEGIANCE

President Duncan led the Pledge of Allegiance to the flag.

III. APPROVAL OF MINUTES

None

IV. SPECIAL PRESENTATIONS

None.

V. PUBLIC INPUT

None

VI. REPORTS OR REMARKS OF ASSOCIATE MEMBERS AND EX-OFFICIO MEMBERS

None.

VII. REPORTS

1. President's Report

None

2. Vice President's Report

None

3. Treasurer's Report

None

4. Florida League of Cities' Board of Directors

President Duncan stated he would like to change the order of the agenda by placing a New Business Item under Unfinished Business, concerning the Nominating Committee, to which Executive Director Nadalini stated that she assumed that it would be discussed under the By-Laws.

President Duncan gave an update concerning the notice for the Nominating Committee and stated that the due date for submittal of the application to the Florida League of Cities occurred prior to the next ManaSota League of Cities Meeting; that he spoke with a representative at the Florida League of Cities and asked whether there could be a late submittal and was told no; that since he has been doing it for the last two years, he felt that he had administrative purview as President to make an administrative decision to submit the application; that he submitted the application with his name and information for the Nominating Committee.

Discussion ensued about whether the By-Laws included administrative purview, the outdated nature of the By-Laws, the League's business conduct being in accordance with Robert's Rules of Order, Section III, Article 2 of the By-Laws which state that the President shall preside over all meetings and shall have general supervision over all business affairs of the League, and the thought that there would be no representation on the Nominating Committee for the ManaSota League if an application was not timely submitted.

Discussion ensued about Sections V and VI of the By-Laws stating that Robert's Rules of Order govern the proceedings of all meetings of the League except where otherwise provided in the Charter or By-Laws of the League, business transactions occurring when a majority of the regular representatives of the membership of the League is present.

President Duncan stated the League is here today to begin the discussion on the By-Laws; that he recognized a lot of the By-Laws were adopted in the 1990's.

In response to a question from President Duncan regarding the Board's authority to revise, amend or rewrite the By-Laws, Executive Director Nadalini stated that the Board does have the right and authority to revise and amend the By-Laws; that it is a responsibility of members of the League to review the By-Laws annually or biannually; that membership changes constantly over time.

Discussion ensued about amending the By-Laws being done by consensus, the history of applying for a position on the Nominating Committee, various application processes used in the recent past, and applicants typical of applying to the Nominating Committee in the past.

Member Yates stated that she agrees that there are various areas to discuss with regards to the By-Laws, such as Sarasota County membership, the timing of election of officers, frequency of meetings and consideration of alternate or associate memberships.

In response to an inquiry from Member Yates as to whether any indication was found in historical minutes relating to By-Law updates, Executive Director Nadalini stated there was one amendment on June 27, 1991, but there have been no amendments since that time.

Discussion ensued about whether the League must be Incorporated, that only By-Laws are needed for the League to remain established, the filing of paperwork with the State each year which is done by the Treasurer and which costs \$63.00, that the League had to file with the State in order to obtain a Tax I.D. number for the checking account, and the idea that it helps the League's liabilities to be incorporated.

President Duncan stated that there are two questions on the table; that the questions are whether the League needs or wants a Charter, and whether the League needs to be Incorporated; that the League needs to discuss the By-Laws today and should discuss the two questions at a later meeting.

Member McKeon inquired whether to ask the City Attorney or the Florida League of Cities the two referenced questions, to which President Duncan stated that the League should also discuss the need for Legal Counsel.

President Duncan asked for consensus on addressing the Charter and Corporation issues at a later date, and noted consensus from all members.

Member Williams explained that he provided the League members with a proposed draft of the By-Laws to use as a starting point, if so desired.

President Duncan asked for a consensus on mirroring the format of the By-Laws similar to those of the Treasure Coast Regional League of Cities (Treasure Coast), and consensus of the members was noted. President Duncan further stated that Executive Director Nadalini will prepare a draft of any amendments in the By-Laws.

Vice President Mason stated the By-Laws should be amended to recognize Sarasota County participation as a member.

President Duncan discussed Article I., Section 7. and stated that Sarasota County is the only active county that participates in the Florida League statewide; that he proposes that the ManaSota League ask Sarasota County, as a Commission, why and what would they like to do with the ManaSota League going forward.

In response to President Duncan's comments, Vice President Mason stated that, as the Chair of the Sarasota County Board of County Commissioners, she knows that they have not had that discussion; that every year the Sarasota County Commission decides Commissioner assignments for various boards in which they participate; that the Sarasota County Commission always votes on the ManaSota League position; that she will address the Sarasota County Commission with the ManaSota League's questions.

Ex-Officio Haas-Marten clarified for the new members that Sarasota is a Charter County, while Manatee County is not, which allows Sarasota County to participate in both the local League and State League, but Manatee County can only participate in the local League.

President Duncan stated that if the League looks at Sarasota County, they should also look at Manatee County and include them in the By-Laws.

Member Shaw asked whether the other five counties that withdrew their Florida League of Cities membership were charter counties as well, to which President Duncan replied affirmatively.

Member McKeon suggested contacting the Florida League of Cities concerning the historical facts of the League.

In response to Member McKeon's suggestion, President Duncan stated he spoke with Lynn Tipton, Florida League of Cities, who stated that the Charter element was a critical element because it represented counties that were providing municipal services to the community; that eventually there was a conflict between the cities and counties on who should dictate; that this was the cause that five of the charter counties withdrew their membership and Sarasota County remained a member of the League.

Member Yates stated that the By-Laws for Treasure Coast make the distinction that counties can be a part of their membership, but they are non-voting members; that Sarasota County be asked the question of desired membership type, whether non-voting associate member or regular member; that there are associations in the counties for which other municipalities do not have the ability to become a member; that it should be consistent both ways.

Discussion ensued about Manatee County being an ex-officio member of the League, the appropriate party to decide the membership level of Sarasota County, contacting both Manatee and Sarasota Counties concerning membership, and the consideration that payment of dues be used as a criterion to determine good standing and maintenance of voting rights.

President Duncan asked the League for a consensus regarding bringing the discussed questions before Sarasota County, for which consensus of all members was noted.

Executive Director Nadalini stated that staff found a copy of the ManaSota League of Cities Charter in her office's vault; that the Charter is dated 1993; that she is distributing it for informational purposes.

President Duncan proceeded to go over the By-Laws; Section 1.

Member Williams noted that the word "League" should be changed to "MSLC".

In response to a question from Member McKeon regarding the current month of the annual election, Gail Loeffler stated that if October is the desired election month, it would require a Special Meeting; that regular meeting dates were changed to being held every other month beginning with January.

President Duncan suggested holding the annual election in June because of the time frame of the Legislative Sessions and requirements of the delegations; that the October election date rushes the League to get prepared for Legislative Session; that a June election date would give new officers time to get prepared for the coming year.

Member Shearon suggested January for the annual election of officers, and stated that the new elected officials for the municipalities are elected in November and a change of the League membership could then take place thereafter.

Vice President Mason made a motion, seconded by Member Roff, to move the annual election of officers to June of each year.

Member Williams reiterated that a January election date would give the League time to advocate for upcoming Legislative Committees.

Vice President Mason stated the elections are not until November, and that committee assignments cannot take place until they know who will be elected.

Member McKeon stated his preference for January due to the elections; that committee assignments will take place after the November elections, so January would be ideal.

Member Yates stated June or May would be refreshing for the annual election.

President Duncan called for a vote on the motion to move the annual election of officers to June of each year, which failed with a 6-4 vote, with Member Yates, Vice President Mason, President Duncan, and Member Murphy voting yes.

Member Shearon made a motion, seconded by Secretary/Treasurer Roff, to change the annual election of officers to January, which carried by a 10-0 vote.

President Duncan proceeded to go over the By-Laws; Section 2.

Discussion ensued about frequency of League meetings, whether the League should meet in accordance with a bimonthly schedule or whether meetings should be held a minimum number of times per year, the current By-Laws language calls for established meeting times which assists with development of a regular meeting schedule.

Member Williams made a motion, seconded by Member Shearon, that regular meetings shall be held a minimum of six times per year, that a meeting scheduled shall be approved by the Board of Directors during the first meeting of each calendar year, that additional meetings may be called by the President or three members of the Board of Directors, that special meetings shall be called by the President or the majority of the Board of Directors, and that all Board meetings shall be open to the public.

Executive Director Nadalini asked if the calendar was going to be based on a fiscal year or a calendar year; that the current By-Laws are based on a fiscal year.

President Duncan suggested that the first regular meeting of the calendar year in January be the election meeting and the scheduling meeting and noted that it should be designated as such in the By-Laws.

President Duncan called for a vote on the motion that regular meetings shall be held a minimum of six times per year, that a meeting scheduled shall be approved by the Board of Directors during the first meeting of each calendar year, that additional meetings may be called by the President or three members of the Board of Directors, that special meetings shall be called by the

President or the majority of the Board of Directors, and that all Board meetings shall be open to the public, which carried by a 10-0 vote.

President Duncan proceeded to go over the By-Laws; Section 3.

Member Williams stated that if the President is unavailable, the Vice President should be able to call a meeting; that rather than the majority of the members, there should be a set number of members in order to conduct a meeting.

Member McKeon stated that there should be a chain of command hierarchy, which should be stated somewhere as President or Vice President and that he does not feel it should be placed in the By-Laws, to which Vice President Mason stated this is exactly the reason it should be stated in the By-Laws.

President Duncan stated that all members have the same level of authority and voting power in this organization; that the reference to "President" should be removed and, instead, the section should state that three members can call a meeting, regardless of officer status.

Executive Director Nadalini stated that the intent of this section is to assist in facilitating meetings; that when there is a need to quickly call a meeting, it is helpful to be able to call the President versus calling three members; that if the President is unavailable, there should be a set number of individuals that can assist with establishing a special meeting.

Member Yates discussed the Board of Directors and noted that ManaSota League does not have a Board of Directors, rather the League has Officers; that clarification is needed before moving forward.

In response to a question from President Duncan, asking for clarification regarding the correct title of the League's leadership, Executive Director Nadalini stated the President, Vice President and the Secretary/Treasurer are considered the Board of Directors or Officers and that the terms are interchangeable.

Member Williams stated clarification is needed for the ManaSota League as a corporation; that they are a board of municipalities with officers, including a President, Vice President and Secretary/Treasurer, to which President Duncan stated the terms should be delineated clearly for the future.

Member Williams made a motion, seconded by Vice President Mason, that special meetings call be called by the President, or three members of the Board of Directors, which carried by a 10-0 vote.

President Duncan proceeded to go over the By-Laws; Section 4.

Member Yates discussed the League's meetings being open to the public and concern regarding the Florida Sunshine Laws; that other Leagues' meetings are only open to members.

Member Williams made a motion, seconded by Member Yates, to strike Section 4 from the By-Laws.

Executive Director Nadalini explained the Public Records Law and stated her responsibility to comply with the Florida Public Records Law; that the meetings have been noticed for the public and minutes taken; that she advises the League to consult with an Attorney regarding this issue.

Discussion ensued about the Board being a lobbying group, and whether the Board is subject to the Florida Sunshine Law.

President Duncan called for a vote on the motion to strike Section 4 from the By-Laws, which carried by a 8-2 vote, with President Duncan and Member Shearon voting no.

President Duncan proceeded to go over the By-Laws; Section 5. and suggested that the word "Charter" remain due to the League's desire to create a Charter at a later date, which was met with consensus.

President Duncan proceeded to go over the By-Laws; Section 6. and inquired what constitutes a majority of the members in the case of the ManaSota League since there are 10 members; that a majority is not reached if there is a 5-5 vote; that a 5-5 vote would mean that the vote fails.

Member Yates stated the League has associate members and indicated that the majority of regular representatives refers to voting members, to which President Duncan noted that there was consensus to add the word "voting" in front of "regular representatives".

Member McKeon inquired whether the individuals presiding over the meeting can be listed in the order of President, then Vice President, then Secretary/Treasurer, to which Executive Director Nadalini stated that succession language is not currently in the By-Laws, but the Board has the ability to include the language, if desired.

President Duncan proceeded to go over the By-Laws; Section 7.

Vice President Mason stated if Sarasota County decides to be a member of the ManaSota League, the language would need to be changed for Section 7.

Discussion ensued about this section of the By-Laws as the place where members would designate an alternate and the importance of doing so, whether members with voting rights must be present to vote, and the word "proxy" and the suggestion that it be changed to "member" or "designated alternate."

Executive Director Nadalini stated that there appeared to be consensus to remove the reference to "proxy."

President Duncan stated that each city and city holding membership in the League shall be entitled to send as many delegates to the League's meetings, as desired.

Member Yates stated that the By-Laws should state that each town shall have one vote to be cast by the duly authorized representative of said member city or their designated alternate, to which Executive Director Nadalini agreed and stated it would make it very clear that the designated alternate would have voting rights.

Discussion ensued about concerns of violating the Sunshine Law in the event that multiple members from the same municipality attend the meetings, the perception of violating the Sunshine Law, and the need for all individuals to govern themselves in a manner that is in compliance with the Sunshine Law.

Executive Director Nadalini indicated that staff would prepare a draft with strike-through language so that modifications would be more easily identifiable, and recapped the discussed changes, including doing away with the reference to "proxy", the lack of a need to reference to the majority vote having any control over the decision of a municipality, and having municipalities designate alternates who would have voting rights.

In response to a statement from Executive Director Nadalini that the members avoid the idea of encouraging multiple elected officials from municipalities to attend meetings, Member Peelen stated it has been in the By-Laws to encourage members, but suggested that language can be removed from the By-Laws.

Executive Director Nadalini suggested that reference should be made concerning the Ex-Officio members, as well, to which President Duncan stated an issue is raised of paying expenses for Ex-Officio Members, Associate Members, and members of the public, if they are mentioned and that they should not be referenced in the By-Laws to be consistent with the League's financial policy.

In response to a question by Member Yates clarifying that the By-Laws will also capture the idea of one city, one vote, Executive Director Nadalini stated yes.

President Duncan proceeded to go over the By-Laws; Article II. Section 1. and stated he had questions concerning the Secretary/Treasurer title.

Vice President Mason stated that the Treasurer has acted in a financial capacity, but not clerical in the capacity of administering minutes, and suggested removing the reference to "Secretary," for which there was a consensus of the members.

President Duncan proceeded to go over the By-Laws; Article II. Section 2. and stated that language will change depending on the decision of Sarasota County; that the definition of "qualified" is the elected official qualification process.

President Duncan proceeded to go over the By-Laws; Article II. Section 3.

In response to a question from President Duncan regarding clarification, Executive Director Nadalini stated some Leagues act in a private capacity with their President having more authority; however, this League meets in accordance with Robert's Rules of Order, the Florida Sunshine Law, and Florida Public Records Law which is different from other Leagues.

In response to President Duncan's request for further clarification regarding the word "general" in this section, Member Shearon stated the President should be allowed some latitude to move forward and the Board must rely on the President not to over step boundaries and, if so, the board can address it at that time.

Member Williams suggested adding language that Officers may be re-elected for successive terms.

President Duncan asked if the League would like to limit the Officers' terms, to which Member Shearon stated no, and Vice President Mason stated that the League has an Annual Election that would cover this issue.

Member Murphy left the meeting at 12:00 p.m.

Member Shearon and Ex-Officio Member Haas-Martens left the meeting at 12:04 p.m.

President Duncan proceeded to go over the By-Laws; Article II. Section 4. and asked if there were any concerns with the current language, to which there was consensus to move forward.

President Duncan proceeded to go over the By-Laws; Article II. Section 5. and suggested making corrections to all of the "his" references in the By-Laws.

Vice President Mason suggested "Secretary/Treasurer" in this section be replaced with "Executive Director".

Discussion ensued about the need to update the agreement that the City of Sarasota City Auditor and Clerk and the ManaSota League of Cities has in providing service to the League, the presence of only a verbal agreement with the Executive Director to provide services, the need to prepare language to clarify which services are provided by the Office of the City Auditor and Clerk, the City Auditor and Clerk as an employee of the City of Sarasota and not the ManaSota League, the City of Sarasota's position to act in accordance with the Florida Sunshine and Public Records Laws, and the operations of the ManaSota League which must not conflict with the City of Sarasota's ability to comply with the Florida Sunshine and Public Records Laws.

Member Yates noted that there is no language stating the ManaSota League is allowed an Executive Director; that the By-Laws should include language for an Executive Director.

In response to a request from President Duncan asking that a job description be drafted for the Executive Director position, Executive Director Nadalini stated that she does not have a job description; that the language proposed in the backup material can be updated, yet kept general in nature for any future Executive Directors.

President Duncan suggested that each Officer should have a written description of duties, and Executive Director Nadalini stated that she will look at the proposed language in the By-Laws; that if, at any time, the League would prefer to have a paid Executive Director similar to other

Leagues, it may be able to do more outside of the services the Office of the City Auditor and Clerk can provide based on limited staff and resources.

Discussion ensued about the ManaSota League's annual stipend in the amount of \$3,000.00 to the City of Sarasota in exchange for services provided to the League, and the stipend being used to reimburse for services provided by the City of Sarasota.

President Duncan proceeded to go over the By-Laws; Article II. Section 6.

Secretary/Treasurer Roff indicated he read and agrees with Member Williams' proposal concerning Section 6.

In response to a question from Vice President Mason inquiring whether other leagues' finances are audited, Secretary/Treasurer Roff stated he did not know.

Executive Director Nadalini stated that some of the other leagues' By-Laws reference to undergoing a financial audit; that an audit is recommended; that the ManaSota League doesn't necessarily have a budget as large as some of the other private Leagues; that receiving an audit is good business practice; that it should be taken into consideration.

President Duncan suggested placing language in the By-Laws which would give the League the option to authorize an audit, if they chose to do so, for which consensus of the members was noted.

Discussion ensued about writing a job description for the Executive Director, acknowledgement of a proposed draft job description written by Member Williams, and the many services provided by the current Executive Director.

Secretary/Treasurer Roff added that the Gulf Coast League has had a full time Public Relations position in the past, while the Broward league had a full time lobbyist that worked for them.

President Duncan proceeded to go over the By-Laws; Article II. Section 7. and suggested that the language "Officers/Directors" should be changed to "Officers".

Member Yates stated that offices vacated should be filled by any board member, and not necessarily by another Officer, so that no Officer would have double duty.

President Duncan inquired whether there will be a vote among the League members to fill a vacancy.

Member Williams stated the Vice President is the second ranking officer and the Treasurer is the third; that the officers should move up the ranks when the seat above them is vacated.

Executive Director Nadalini suggested that members should have the ability to elect officers, even if it is a temporary placement; that the League should be mindful of roles of officers so that members do not have a conflict of interest with regards to duties, specifically relating to the role

of the Treasurer, to which Member Roff agreed.

President Duncan stated that the order of filling vacancies should be President, Vice President, and then the board members should elect for any other vacancies, to which Member Williams elaborated that the language should read for the Vice President to fill a vacancy for the President, and that any other vacancy will be filled by election of the members at the next regular meeting, which was met with consensus of the members.

Member Yates left the meeting at 12:18 p.m.

President Duncan proceeded to go over the By-Laws; Article III. Section 1. and suggested that the typo be corrected to add the word "League" between the words "the" and "before," and that Vice President Mason should review this Section with the Sarasota County Commissioners.

Vice President Mason stated that she doesn't have any problems with the wording in this section; that she believes the County would be in support of cities and towns, including any legislation that supports cities and towns.

Executive Director Nadalini added that she appreciates the comments made by Vice President Mason; that the ManaSota League of Cities is a regional league of the Florida League of Cities and the purpose of the Body is to advocate for the Florida League of Cities and municipalities in the regional league; that the comments by Vice President Mason in support of cities is a strong message.

President Duncan stated that Manatee County should be involved as a voting member to balance the League, if Manatee County is interested; that half of the League membership is from Sarasota County and half is from Manatee County; that with Sarasota County as a member, the County may be more inclined to vote along with Sarasota cities; that there may be an imbalance created if Manatee County does not also join the League as a member.

Member Peelen stated that the language in the By-Laws calls for representatives to advocate only for the issues agreed upon by the League and no other matters; that the language should remain the same, with just the typo corrected.

President Duncan proceeded to go over the By-Laws; Article IV. Section 1.

In response to a question from Member Peelen asking the meaning of the language "in advance of" as refers to payment of dues, Executive Director Nadalini clarified dues must be paid prior to the beginning of the fiscal year or calendar year, whichever is applicable.

President Duncan suggested removing the phrase "in advance of," for which consensus of the members was noted.

President Duncan proceeded to go over the By-Laws; Article IV. Section 2.

Member McKeon suggested striking Section 2, to which Executive Director Nadalini agreed as

elected officials must adhere to Florida's Gifts Law, which was met by consensus of the members.

President Duncan proceeded to go over the By-Laws; Article IV. Section 3.

Executive Director Nadalini suggested that more appropriate language should be considered to include regular Treasurer reports or annual Treasurer reports; that language will be provided to either replace or enhance the existing language; that she will work with Secretary/Treasurer Roff on the language, if necessary.

Secretary/Treasurer Roff outlined the setup and usage of the checking account for the ManaSota League.

Member Williams added that language should also include who sets the dues; that dues should be established by the Board of Directors and levied upon each member and associate member; that dues should be in an amount sufficient to provide the ManaSota League with known or anticipated expenses for the current fiscal year; that dues shall be subject to review and changed by the Board of Directors.

President Duncan noted a consensus of the members regarding Member Williams' proposed language.

President Duncan proceeded to go over the By-Laws; Article IV. Section 4. and noted that agreement has already been established to move to a calendar year.

President Duncan proceeded to go over the By-Laws; Article V. Section 1.

Executive Director Nadalini suggested that the By-Laws be reviewed annually or biannually to ensure they are maintained, to which Secretary/Treasurer Roff suggested a review every three years, and President Duncan suggested a review should occur more often than every three years.

Member Williams suggested to place the language in the Charter regarding a required review of By-Laws every three years, which would still allow for more frequent review or amendments more frequently, but that the By-Laws could continue to read from "time to time."

President Duncan stated that he agreed with Executive Director Nadalini's suggestion; that he would like to review the By-Laws annually; that the membership of the Board changes and a new Board may not be aware of what the By-Laws state; that the review should be more routine; that he would like to see the Board review the By-Laws every year.

Member Peelen left the meeting at 12:34 p.m.

President Duncan made a motion, seconded by Member McKeon, to review the By-Laws on an annual basis at the Annual Election Meeting, which is the first meeting held in January, which carried by a 6-0 vote.

President Duncan requested Executive Director Nadalini draft the By-Laws in the same format as Treasure Coast and noted that the League would need to get the final format accepted by the Florida League, to which Executive Director Nadalini stated that her office has already been in touch with the Florida League to obtain information on the process.

Member Williams suggested that an Attorney be appointed or hired from time to time and language to that effect should be included in the By-Laws.

President Duncan thanked Member Williams for his proposed draft of the By-Laws, and also thanked Executive Director Nadalini, Ms. Loeffler, and staff for providing guidance and direction to the League.

5. Executive Director

None

6. Advocacy Report

None

VIII. UNFINISHED BUSINESS

None

IX. NEW BUSINESS

None

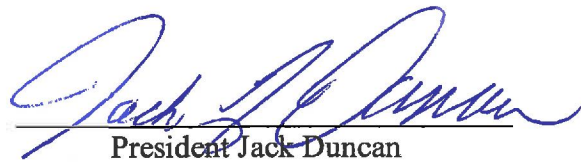
X. OTHER MATTERS

XI. FUTURE MEETINGS

Regular Meeting – March 12, 2015 at 9:30 a.m.

XII. ADJOURNMENT

The meeting was adjourned at 12:37 p.m.



President Jack Duncan

