

Approved 3-17-09



New England Society of American Foresters (NESAF)
Executive Committee (EC) Meeting
Wednesday, January 21, 2009

Location: Conservation Center, Concord NH

Members present:

Joseph P. Barsky Connecticut State Representative
Deborah Boyer Website Administrator
Paul Dolan Rhode Island State Representative; Nomination Chair
Andrew Fast Secretary
George Frame Immediate Past Chair
Peter Greeno Membership Chair
James Harding Forest Science Coordinator
J Peter Howland New Hampshire State Representative; Policy Committee Chair
Ron Lemin Jr. Chair
Margaret Machinist Co-Editor of NESAF News Quarterly
Ed O'Leary Vice-Chair
Larry Rousseau Treasurer
Randy Stone Massachusetts State Representative; Awards Chair
Kurt Zschau Vermont State Representative

Guests:

Dana Hachigian Treasurer-in-Training

Members not present:

Roger Dziengeleski Council Representative
Don Floyd Canadian Representative
Scott Machinist Co-Editor of NESAF News Quarterly
Spencer Meyer Maine State Representative

Meeting opened by NESAF Chair, Ron Lemin at 9:35 AM

A. Standard items:

Sign in sheet (Fast) - verify contact information: The standard sign-in sheet was circulated.
Welcome: Ron L. welcomed all present and everyone introduced themselves.
Antitrust statement: The antitrust statement was circulated and Ron L. read its contents to the EC.
Add/Adjust agenda: Integrity award correspondence was added to old business. Peter G. will provide the 2009 winter meeting update in Spencer M.'s absence. Peter H. presented the NH state report after the policy statement on Highgrading. Under New Business, New Executive Committee Members was moved before proposed 2009-2010 budgets.

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43 **Corrections/Additions for the September 19, 2008 EC meeting minutes (Fast):** No corrections or
44 additions were suggested. **A motion was heard from Paul D. to accept the meeting minutes as amended; a**
45 **second to the motion was heard from Pete H. The question was called and the motion passed unanimously.**
46

47 **Treasurer's Report (Rousseau):** Larry R. distributed the NESAF Net Worth Report as of 12/31/08
48 and the budget report as of 1/21/2008. He reviewed the checking and savings balances as well as NESAF's
49 total assets. **A motion was heard from Paul D. to accept the Treasurer's report as prepared; a second to the**
50 **motion was heard from Ed O'L. The question was called and the motion passed unanimously.**
51

52 **B. Old Business:**

53
54 **Integrity Award Correspondence (George Frame):** George Frame circulated photos and a letter
55 from Leo Laferriere and provided background on the package he received. Leo L. was a former NESAF chair
56 and council member now living in Vermont. He created the NESAF integrity award. It is an award that can be
57 presented every year but does not need to be, and recipients are not required to be NESAF members. In the
58 past, anytime the award was presented, a print has been awarded with it. These prints are sometimes in
59 short supply so when the supply of the print is exhausted, the EC needs to seek out a new print. Leo took a
60 digital photo that he thought could replace the existing print. NESAF could work with Leo L. to attain the
61 rights so the award could be reproduced indefinitely rather than needing to search out new awards in the
62 future.

63 Kurt Z. asked about the price of the current award. It is \$415-\$425, and there was uncertainty about
64 the cost, if any, of attaining the photo from Leo L. Printing costs for an integrity award using Leo L.'s photo
65 is not known. George F. emphasized that the integrity award is the highest award NESAF gives so cost
66 should not be the driving factor in making the decision.

67 Additional discussion ensued about the benefit of a digital print as opposed to a photo and the lead time
68 of getting the award, which is two months. Randy S. then read a description of the award.

69 Previous to the meeting, JP B. contacted Randy S. asking to bring up an alternative award idea at this EC
70 meeting. There is a well known watercolor artist in Connecticut, James Prosek, who does a lot of fish
71 oriented artwork. JP B. thought brook trout or Atlantic salmon might be a good metaphor for the award or
72 NESAF could commission a work that they could retain the rights to. Maggie M. pointed out the high cost of
73 commissioning original work. Randy S. responded that some artists, in support of a group or cause, may
74 donate or subsidize the cost their work. **Randy plans to send James Prosek a verbal description of the**
75 **award.** Kurt Z. mentioned an alternative could be duck stamp prints since they are conservation driven and
76 often reflect the intention of the award. Randy S. supported looking into the work of some Maine nature
77 artists as well.

78 Ed O'L felt there was a benefit in having an original that could be reproduced. It is a long term solution.
79 The award would be permanent and switching prints would not be necessary. George F. offered that the EC
80 may be focusing too much on the visual presentation of the award rather than the recognition component and
81 posed the question: How important is the physical recognition of the award v. recognizing the individual?

82 Ron L. encouraged the EC to think about what should be done about the award for this March. **A motion**
83 **was heard from George F. to buy a copy of the current print being used for the integrity award for this**
84 **year's award. The EC should use the upcoming year to decide what next year's award should look like; a**
85 **second to the motion was heard from Ed O'L. The question was called and the motion passed unanimously.**

86 Ed O'L sent a packet of nominations to Kurt Z. Last year, nominators presented awards. **Randy S. will**
87 **contact this year's nominators to see if they are able to present them.**

88 George F. mentioned that a list of fellows is needed and they should be recognized at the NESAF winter
89 meeting. NESAF awards go into the pamphlet; fellows do not. Gold member awards need to get framed.
90 **Randy S. should speak to Louise Murgia and see the status of this year's gold member awards.** George

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91 reminded the EC of the fellow's recognition process at the winter meeting. There are no bios. The fellows will
92 be a list of names and the chair recognizes them. Other fellows present get recognized and stand up. Fellows
93 have not been recognized in the *News Quarterly* and the 2009 nomination committee has not been formed.
94 Deb B. should put the March 31 fellow nomination deadline on the website. Deb B. should send out an
95 email to membership letting them know the fellow nomination deadline is March 31 after Ron L. finds out
96 who the new committee chair is from Max McCormack.

97
98 **Winter Meeting 2009 Update (Spencer M.):** Peter G. provided the 2009 winter update in Spencer
99 M.'s absence. Ron passed out an agenda on the leadership conference on March 17. ISA, pesticide, and CFE
100 credits are being sought. Packets have been sent out. The public information chair is doing outreach including
101 a press release, letters to sponsors, and legislative aids. Peter G. continues to receive questions about the
102 leadership academy. Filling the leadership academy is a priority and the EC needs to find interested
103 candidates. JP B. plans to attend and shared that some of the Connecticut names may not be able to attend
104 due to another commitment.

105 Kurt Z. asked about exhibitors. Ron L. has talked to 4-5 and is working on sponsorship, but it is still too
106 early to have an idea.

107
108 **NY/SAF Winter Meeting Financial Update (Ron L.):** Ron L. circulated a financial summary of the
109 2008 winter meeting. NESAF will receive \$2,393.74 plus an additional \$1479, which is half of the raffle
110 money. NESAF will net around \$3k, half of what we normally get. The silent auction for this year's meeting
111 will go into the general fund.

112
113 **History Project Update (Ken L.):** Ken L. was not present. Ron L. notified the EC the Ken L. will likely
114 contact state representatives again. For new members, Ron L. provided an overview of the project. It
115 consists of two parts. 1) a summary of NESAF's history (minutes, EC members, etc.) 2) an update to a
116 publication put out in 1970. The publication had a history of forests of New England and each state provided
117 a summary of their own state (private, university, and federal components for each state history update). Ed
118 O'L mentioned that the challenge has been getting someone from each state from each sector (private,
119 university and federal) to write on their topic.

120
121 **Policy Statement on Highgrading (Peter H.):** Peter H. provided a policy update on highgrading, and
122 circulated a new draft with edits from Ken L. Ken L. was the only EC member to respond. The EC should take
123 a look and make sure they are comfortable with the content and language. Provide Pete H with
124 comments.

125 Peter H. had to leave at noon so he provided a New Hampshire state update while he had the floor. The
126 update is detailed under state reports.

127
128 **Form 990 (George F., Larry R.):** George F. provided information on what the Form 990 was for new
129 EC members. Nonprofits are required to file with the IRS if the nonprofit earns more than \$25,000/year
130 for 3 consecutive years. In the past, NESAF has not filed and earnings were included in National's Form 990.
131 Since NESAF is earning more than \$25000/year (all chapters/divisions), it went through the process last
132 year. After hiring an accountant to do the work and filing 2 extensions (May and August) the Form 990 was
133 submitted. This year, to minimize costs NESAF is working with the treasurer of each chapter/division to get
134 their financials in a standardized form. The standardized form will allow the accountant to efficiently tally
135 the numbers and provide them in the Form 990. George F. will send out an email to state treasurers
136 about the Form 990 if he can get an email list.

137 Ron L. asked about the cost of filing this year. George F. thinks it will be minimal. It was \$1,400 last year.
138 Randy S. asked about the penalty for not filing. George F. informed the EC, it was \$100/day.

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C. NEW BUSINESS:

New Executive Committee Members (Ron L.): Dana Hachigian volunteered to replace Larry R. through elections of 2009. She agreed to run in that election. If approved by the EC, she will be a treasurer-in-training until assuming the Treasurer's role. *A motion was heard from George F. for Dana Hachigian to volunteer and sit in on the EC meetings until she assumes the role of Treasurer after the 2009 winter meeting through the 2009 elections; a second to the motion was heard from Larry R.* There was discussion about the Treasure's stipend and Dana H. explained that she would have to decline a stipend. *The question was called and the motion passed unanimously.*

Ron L. met with Peter Greeno who is interested in assuming Ron L's. position as NESAF Membership Chair. Peter G. is also interested in policy. In the past, there has been a policy committee not just a policy chair. It was suggested that there may be an opportunity to reform a policy committee. *A motion was heard from George F. that Peter Greeno's voluntary attendance at these meetings as Membership Chair be accepted by this committee; a second to the motion was heard from Paul D.* The question was called and the motion passed unanimously.

The EC took a short break at 11:05 am and resumed at 11:17 am

Budget Report (Larry R.): Larry R. made one correction to the Net Worth Report. The NESAF checking account has 1,337.32 not 694.92. As a result total cash in bank accounts is 13145.96, total assets are 39,430.75 and overall net worth is 38230.75.

Income reflects dues up to June 2008, no dues were received after that and no dues have been received from National in 2009. Any new income will be reflected in the 2009 proposed budget. Winter meeting refunds have not been received and will be moved into the 2009 proposed budget returns. If received prior to March, Larry R. can incorporate them into the budget. Interest was half of what it was last year. Ron L. pointed out that there is another \$300 that should be received in income from the Leadership Academy Forester Fund Grant. The line item Foresters Fund - National under Gants Account should be \$900 not \$1,800 in the 2009 proposed revised budget column. The News Quarterly Editor stipend should be split in half (half for the Machinists and half for Brad W.) This should be changed in 2009. The 2008 year end report actual for general operations should be "starred" so it can be explained to membership at the winter meeting. Larry R. explained to new members of the EC that the general operations budget pays for postage, site fees, travel, and general operations expenses. There was discussion about whether to increase general operation to \$6000 and reduce other line items such as national meeting travel down to \$4000. Administrative assistant should be reduced to \$125 for the 2009 budget. Accounting services should be \$1000.

There was a question about the HSD line. NESAF is assessed a certain amount based on membership to fund the House of Society Delegates. It was also clarified that the EC has authority to exceed line items; the overall spending is approved and should not be exceeded.

The website line item can be modified in February when there is a better idea of the costs.

There was discussion about bulk mail permits. Maggie M. will report back in March about options and tradeoffs available for keeping a bulk mail permit v. using the printer's bulk mail permit. The Leadership academy line item should be raised to \$2500 from \$1700. There are only two grants that are outstanding, VT and NH. NESAF grant recipients need to file a report to the grants chair. JP B. should send a reminder to grant recipients. JP B. read grant requirements; a report should be filed within a year of when the money was awarded. Larry R. reviewed the 2010 budget. *A motion was heard from Paul D. to approve the 2009-2010 budget as amended; a second to the motion was heard from Ed O'L.* The question was

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186 called and the motion passed unanimously. The proposed budget and net worth report will need to be
187 presented by the Treasurer at the winter meeting.

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189 The EC took a break for lunch at 12:08 pm and resumed the meeting at 12:55 pm.
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191 **Leadership Academy Candidates (Ron L.):** There was a brief discussion about funding the
192 leadership academy. If individual divisions want to send someone to the national leadership academy, it could
193 run over budget. If there is a groundswell in the states to send someone to the regional leadership academy,
194 NESAF may need to provide financial support in addition to the Foresters Fund grant. Ron L. does not want
195 attendees to pay too much. Right now he is charging \$35. Ed O'L suggested that next time, the EC should
196 promote and advertise in the *News Quarterly* letting them know that there are scholarships, etc.
197

198 **Standing Committee reports:**

199
200 **Grants (JP B):** There have been no additional grant requests since the last EC meeting. The only
201 grant that has been accepted is the one from Connecticut distributed at the last meeting. The request is for
202 \$3000 (although they will take less) for a number of roundtable discussions throughout the state and for an
203 update to the forest plan in Connecticut. George F. asked what specifically the money was for and how the
204 roundtables would benefit membership. JP B. read from the grant that the intended result was to increase
205 public awareness through a series of roundtables (read from grant). George F. questioned whether the
206 Connecticut chapter was requesting the grant since grants are to be awarded to chapters/divisions and
207 asked if there was any funding match form the recipient. JP B. reviewed the proposal and informed the EC
208 that a number of Connecticut SAF members are involved. In terms of match, there would be partial salary
209 support for 2 individuals from Connecticut Forests and Parks Association, UConn forestry would supply
210 several days of work and Connecticut SAF would supply \$500. There was ongoing dialogue about what exactly
211 the money was going to, JP B. mentioned that the project broadens the voice of forestry in Connecticut. Ron
212 L. read the criteria and intentions of the grants program. The application was questioned again because it
213 did not appear that the grant was requested from an SAF chapter and it was not an SAF sponsored endeavor.
214 Furthermore, there was some objection to the fact that the work had already been started and whether
215 that would influence whether the grant should be awarded. George F. emphasized that if it does not qualify
216 as an SAF sponsored event, the application is a donation request.

217 **A motion was heard from George F. to reject the grant proposal because it did not meet the technical**
218 **review criteria; a second to the motion was heard from Ed O'L.** Ed O'L said he would like to hear discussion on
219 the issue. There were a number of concerns raised about funding the grant including: 1) that the money was
220 being requested by a non-SAF entity; 2) grants are intended to help SAF chapters with start up costs of
221 projects and this did not seem to be the case in this instance; 3) It could be problematic if a non-SAF group
222 promoted policies or initiated proposals that were not consistent with NESAF's interest and position and 4)
223 that grant money should not support rewriting a state forest resource plan since it is federally mandated.
224 Some positions in support of awarding the grant were: 1) grant money was available; 2) Connecticut SAF was
225 involved, and 3) and the project promoted forestry in the state.

226 Kurt Z. suggested that NESAF reach out to the applicant and give them feedback. George F. emphasized
227 that the grant money can roll over to next year and it is critical to meet the EC's fiduciary responsibility to
228 membership by spending money on projects that benefit membership and meet the grant criteria. **The**
229 **question was called and the motion passed with 13 in favor and 1 EC member abstaining. JP B. will draft a**
230 **follow-up letter to the applicant and send it to Ron L.**

231 Ed O'L. suggested that the EC clarify grant guidelines in the *News Quarterly*. As a service to
232 membership, it would be worthwhile to walk them through the process. **The entire EC should look at the**

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233 grant application section of the NESAF website and provide feedback at the next EC meeting. The
234 grant section of the website will be updated with grants given last year and examples of approved grants.
235 The grant deadline will be moved to Dec. 1st.

236
237 **Awards (Stone):** Randy S. informed the EC that there were winners in every category. The EC
238 discussed the awards and recipients will be notified. Ron L. will contact Ken L. about ordering a new print.
239 Randy S. will be responsible for the other awards and the award pamphlet. Deb B. will change the
240 award nomination date to December 1st on the website. Maggie and Scott M. will change the award
241 nomination date to December 1st in the News Quarterly.

242
243 **Nominations and Election (Dolan):** Paul D. circulated a press release to the EC calling for nominations
244 for the 2009 NESAF EC elections. Attached was the nomination form. Applications are due to Paul D. by
245 August 28. If putting in a slate for a chapter/division, those also need to go to him by August 28. Andy Fast
246 will send Paul D. EC contact information and Paul D. will use that to send all EC members an electronic
247 copy of the nomination form. Deb B. will post an electronic copy of the nomination form on the NESAF
248 website. Paul D. provided an overview of the nomination process (detailed in the 12/10/2008 NESAF
249 minutes). At the end of November, Paul D. will send the NESAF chair the results so the chair can invite
250 those individuals to the next meeting. If there is competition for positions, it will take a longer period of
251 time to process results. Approximately 15% of NESAF membership was mailed paper ballots (~800 electric
252 ballot, ~180 paper ballot). State representatives should remind chapter members to update their email
253 addresses with national. Yankee Division never sent Paul D. their paperwork.

254
255 **Membership (Lemin):** Peter G. has some ideas for to engage and increase membership. He will get
256 things started but encouraged the EC to provide feedback and let him know if they have found things that
257 have worked. JP B. let the EC know that Connecticut SAF is interested in sponsoring a chapter at the
258 University of Connecticut. 15 signatures are required as well as a faculty advisor who is a SAF member.
259 Students are presently on leave. Students volunteering during a session/day at the winter meeting may get
260 free registration for the day they are volunteering.

261
262 **Forest Science Coordinator (Harding):** Jim H. was contacted by Janice, Chair for the 2010 winter
263 meeting asking about posters. Spencer M. should have the easels. Jim H. is considering notifying membership
264 at the winter meeting that working groups are not functioning as originally intended and if no up swell of
265 volunteerism or interest, then perhaps they should be disbanded. Randy S. suggested using softer language.
266 George F. suggested that membership is interested, but leadership is not there. Peter G. thought it would
267 help get members involved to have short term project-based opportunities driven by current issues as an
268 alternative to broad topic-based working groups. Jim H. is looking at soils for an upcoming *News Quarterly*

269
270 **NESAF Website (Boyer):** Deb B. is reviewing the website and there is a fair amount that needs to
271 be updated or removed. She put upcoming EC meetings on the calendar with links for directions. Other than
272 that, she is open to all suggestions. Deb B. asked who manages the chapter/division websites. In most
273 instances, it is a link and the chapter/divisions maintain them. State representatives should get all new
274 state positions to Maggie M. and Deb B. so they can update the News Quarterly and website.

275
276 **NESAF News Quarterly (Machinist):** Maggie M. has been updating contact info. There has been no
277 Rhode Island news for the last few issues. She spoke with the printer and asked about printing costs.
278 Printing can be reduced to 250 issues before there is no longer a savings to NESAF. Presently, approximately
279 1200 issues are sent out. Giving people the opportunity to opt out of a paper copy may save costs, but sending
280 paper copies is a way to stay connected to members. Some discussion continued on tradeoffs of email v.

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281 printed copies. The EC decided to see if there are a couple hundred non members that receive the *News*
282 *Quarterly*. For those individuals it might make sense to send them an electronic copy.

283 There may be a new Vermont correspondent. March 22 is the deadline for the April issue and June
284 submittals should go to Maggie M. by early May.

285

286 State Reports (NESAF State Representatives):

287

288 Ron L. informed the EC that state reports are reported by chapter/division chairs at the winter meeting.
289 They should be 2 minutes or less and if chairs are not present, it is the state representative's responsibility.

290

291 NH - Pete H (provided earlier in the meeting):

- 292 1. The litigation between the USFS and The Sierra Club-Wilderness Society over the roadless area in
293 the Than and Batchelder Brook timber sales still is not settled.
- 294 2. GSD winter meeting will be 2/13/98 at Waterville Valley. The afternoon session will be about Good
295 Forestry in the Granite State.
- 296 3. Program Comm. Started work on the 2010 NESAF meeting to be hosted by GSD, on March 9-11, 2010.
297 Theme topics are being bantied about, but not decided, as yet. The meeting will be at the Courtyard
298 Marriot in Nashua. The New England Pest Council may double up with us. They meet in March and will
299 let us know this spring if they will join us in 2010.
- 300 4. The GSD committee working on the guidebook met again this month. They are editing the guide at
301 this point. They are also applying for a Forester Fund Grant from national.
- 302 5. GSD missed getting all the candidates in line for the electronic balloting this fall. The GSD elections
303 took place by paper ballot. Scott Reneen was elected as vice chair (35 votes) and Janice Mulherin (34
304 votes) as secretary. We'll try harder next year to get it all together for electronic balloting.
- 305 6. Laidlaw has purchased the old recovery boiler from North American Dismantling, and plans to convert
306 it to a 65 megawatt biomass plant. There is still opposition from the city.
- 307 7. Farm and Forest Expo is 2/6/09-2/7/09 in Manchester.
- 308 8. The pulp situation in the north country is very troubling for many of us in the field. It has slowed or
309 eliminated the ability to move products out of the woods to market.

310

311 MA - Randy S: There is still widespread damage from the ice storm. Trails closures at state parks and
312 facilities are posted. Final approval was given on December 18 to spend 24½ million dollars in ALB eradication
313 efforts. 2 contracts were awarded and crews working now. The state posted a position in support of the ALB
314 eradication effort. A Massachusetts chapter business meeting is being planned for February.

315

316 CT - JP B: JP B provided the following update for Connecticut:

317 The Chapter held its annual winter meeting in conjunction with the Connecticut Timber Producers
318 Association on January 15, 2009 at the Marco Polo Banquet Facility in East Hartford, CT. The theme of the
319 event centered on BIO—Mass, fuel, products...not that the chapter is attempting to steal the limelight from
320 the upcoming NESAF winter meeting.

321 There are a number of seminars in production, namely "The Conservation Heroes of Connecticut,"
322 which feature CT notables such as Gifford Pinchot, and James L. Goodwin. The Yale School of Forestry and
323 Environmental Studies will also be hosting a workshop aimed at reevaluating the Connecticut Forest Plan, now
324 five years in existence.

325 In policy, the Connecticut State Legislature is again looking into the Riverfront Protection Act. The
326 new version seems to have exempted the forestry and agricultural provisions that were initially in the act.

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327 In research areas, invasive plants continues to be a special interest. Additionally, a study is also
328 investigating the appearance of cotlydons with an aim to developing an identification guide for a majority of
329 the woody flora of Connecticut.

330 The Yankee Division of SAF will be holding its annual winter meeting at the end of April.

331

332 RI - Paul D: Rhode Island is working with the Tree Farm Program on trying to get grant money for a webpage.
333 They continue with the Environthon , and the champion tree program. ALB workshops are being conducted for
334 tree care workers and arborists. One of the past division chiefs past away.

335

336 VT - Kurt Z.: February 6 is the GMD winter meeting. Biomass is the topic. 19 new student members are well
337 received. The summer meeting is being discussed, and there is early discussion of the 2012 NESAF meeting
338 when GMD will host.

339

340 ME - Spencer M: Spencer M. provided the following Maine update:

341 1. The next MESAF exec. com. meeting is this Friday, January 23. We have a follow-up Winter Meeting
342 planning meeting after that.

343 2. Winter Meeting

344 a) Jake and I will release the next iteration of the Program after this Friday's committee meeting.

345 b) On Friday of the Winter Meeting there will be a GIS workshop put on by LandMark. I've attached
346 a copy of the agenda in case you want to pass it on to the group.

347 c) There will also be a field tour of the Sappi mill in Westbrook and possibly a field visit of some
348 biomass harvesting operations (pending operation scheduling and weather, of course!)

349 d. I believe Ron will cover more info about the Winter Meeting progress. It's shaping up to be a
350 terrific event!

351 3. Bill Livingston and I are organizing a Northeast Forest Health Field Workshop (Formerly the
352 Northeast Forest Pathology Workshop) for June 2-5 in Winter Harbor, Maine. We will send out the
353 complete announcement in the coming weeks to various list-serves.

354

355 SAF Council Report (Roger D.): (not present)

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357 Canada - Don Floyd: (not present)

358

359 **Chair Potpourri (Lemin):** Ron informed the EC of NESAF member who passed away. They included:
360 Earle D. Bessey Jr., Larry Smith, Norm Hudson, and Howard Mason.

361 Ron L. got as list of EC members who need name badges.

362 **Other items for the good of the order:** George F. thanked the new members getting involved and said he
363 thought the diversity (including younger members and women) adds a lot to the organization's future.

364

365

366 **Calendar: The NESAF EC will next meet on March 17, 2009 4:00pm at By-the-Bay Holiday Inn in**
367 **Portland, Maine.**

368 Wednesday, June 10, 2009: Scarborough, Maine: 9:30am-3:00pm

369 Wednesday, September 23, 2009: Concord, NH: 9:30am-3:00pm

370 Thursday, December 17, 2009: Concord, NH: 9:30am-3:00pm

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372 **A motion to adjourn was heard from Jim H. A second was heard from Paul D. The question was called and the**
373 **motion passed unanimously.** The meeting adjourned at 3:10 PM.

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375 Respectfully submitted,
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377 Andrew Fast, Secretary