

**Minutes of the Formal Meeting  
of the  
Oakland University Board of Trustees  
October 4, 2000**

**Present:** Chair Ann V. Nicholson; Trustees Henry Baskin, Robert N. Cooper, Penny M. Crissman, David J. Doyle, Louis Grech-Cumbo, and Rex E. Schlaybaugh, Jr.

**Absent:** Trustee David T. Fischer

**Also Present:** President Gary D. Russi; Vice Presidents Louis Esposito, Lynne C. Schaefer, and Mary Beth Snyder; Acting Vice President Geoffrey C. Upward; General Counsel and Secretary to the Board of Trustees Victor A. Zambardi; and Administrative Assistant Rhonda G. Saunders

## **I. Call to Order**

Chair Ann V. Nicholson called the meeting to order at 2:10 p.m. in the Auditorium of the Elliott Hall of Business and Information Technology.

## **II. President's Report**

- Ms. Rochelle Black and Ms. Kathryn Barrett were recognized as the August and September Employees of the Month, respectively.
- Dr. Jane Eberwein, Professor of English, was recognized for inspiring hundreds of students with her passion for language, poetry, the American cultural tradition, and the discipline of literary scholarship. She has earned international acclaim for her scholarship, making the name of Oakland University readily recognizable to any student of Dickinson or of colonial American literature. Dr. Eberwein's anthology of *Early American Poetry* is used in classrooms throughout the world. Her 1985 book, *Dickinson: Strategies of Limitation*, is widely recognized as one of the most astute studies of that poet's work. In 1995, she was invited by the Greenwood press to coordinate the work of Dickinson scholars throughout the world and to compile *An Emily Dickinson Encyclopedia*, a work she completed in 1998 and which will be the standard authoritative reference for generations to come. At Oakland University, as at many conferences in the U.S. and abroad, Dr. Eberwein shares her knowledge and love of literature with zeal.

She also served energetically those institutions which support her research and her passion: The Emily Dickinson International Society, the Society for the Study of American Women Writers, the Department of English, the College of Arts and Sciences, Kresge Library and Oakland University.

- Dr. Andrew Rusek, Professor of Engineering, was recognized for his work in funded research involving instrumentation and measurements, millimeter waves, and electromagnetic compatibility. He has published research papers in several journals, including the Transactions of IEEE. Michigan industries, especially General Dynamics, TACOM, TRW, Ford, and DaimlerChrysler, have been major supporters of Dr. Rusek's research activities. His long time relationship with the Advanced Electronics group of DaimlerChrysler has led to many joint research and educational projects carried out at Oakland University. Oakland University recognized his efforts in raising the quality of engineering education by presenting him with two prestigious teaching awards, the all-University Teaching Excellence Award in 1996 and the Withrow Teaching Excellence Award from the School of Engineering and Computer Science in 1999. Dr. Rusek's professional career has spanned four decades. His interests in testing, modeling, and the simulations of automotive communication networks have led him to new and attractive research and educational projects supported by industry.
- An opening ceremony was recently held for the Elliott Hall of Business and Information Technology, which provided an opportunity for the university to thank Governor John Engler and the legislature for their support. Mr. R. Hugh Elliott and his wife, Mrs. Nancy Elliott, were recognized for their major gift to and naming of the building. The Elliott's have also generously given to Oakland University's new Recreation and Athletic Center, and they recently established an endowed scholarship for outstanding business scholar-athletes. The following other donors were recognized for their pledged gifts to the facility: Sequoia NET.com; The OU branch of the MSU Federal Credit Union; Mr. Michael and Ms. Diane Grieves; Ms. Suzanne Blum Arnold; Dr. Karl D. Gregory; and Infinite Learning/Great Lakes Strategies.
- A key component of the Oakland University strategic plan of managed growth has become a reality with the Fall 2000 enrollment of 15,235, exceeding 15,000 for the first time in the university's 43-year history. Oakland University is becoming a school of choice in the metropolitan Detroit area and beyond. This milestone is due to the dedication and support of the entire campus community.

Chair Nicholson thanked President Russi for his report and congratulated the honorees for their accomplishments and commendable service to the university.

III. Roll Call

Mr. Victor A. Zambardi, General Counsel and Secretary to the Board of Trustees, conducted a roll call vote. All of the Board members were present except Trustee David T. Fischer.

IV. Action Items

A. Consent Agenda

Chair Nicholson presented the following recommendations:

1. Approval of the Minutes of the Meeting of August 2, 2000

2. Approval of University Personnel Actions

Administrative Appointment

Department Chair - Effective August 15, 2000, through August 14, 2003:

<u>Department</u>	<u>Chair</u>	<u>Term</u>
Electrical and Systems Engineering	Naim A. Kheir	5 <sup>th</sup>

Emeritus(a) Appointments

Barnes, Carl F., Jr., Professor Emeritus of Art and Art History, effective January 1, 2001

Scherer, Jacqueline, Professor Emerita of Sociology and Anthropology, effective August 15, 2000

Unakar, Nalin J., Professor Emeritus of Biological Sciences, effective August 15, 2000

Change of Status

Bangs, Joann M., from Instructor in Economics to Assistant Professor of Economics, effective August 15, 2000 (\$55,000)

Berven, Keith A., from Associate Professor of Biological Sciences to Associate Professor of Biological Sciences and Acting Chairperson, Department of Biological Sciences, effective September 1, 2000 through December 31, 2000

Eis, Andrea, from Visiting Special Instructor in Art History to Special Instructor in Art History, effective, August 15, 2000 (\$30,000)

Fine, Margaret C., from Visiting Special Instructor in Chinese to Special Instructor in Chinese, effective August 15, 2000 (\$30,900)

Finucane, Ronald C., from Professor of History and Chairperson, Department of History, to Professor of History, effective September 1, 2000

Kleckner, Keith R., from Professor of Engineering to Professor of Engineering and Acting Chairperson, Department of Electrical and Systems Engineering, effective September 1, 2000 through December 31, 2000

Krauss, John R., from Visiting Instructor in Physical Therapy to Instructor in Physical Therapy, effective August 15, 2000

Maines, David R., from Professor of Sociology and Anthropology to Professor of Sociology and Anthropology and Chairperson, Department of Sociology and Anthropology, effective September 1, 2000

Osthaus, Carl R., from Professor of History to Professor of History and Chairperson, Department of History, effective September 1, 2000

Paremeswaran, Ravi, from Professor of Marketing and Management Information systems and Chairperson, Department of Management and Marketing, to Professor of Marketing and Management Information Systems, effective September 1, 2000

Shepherd, Gary, from Professor of Sociology and Anthropology and Chairperson, Department of Sociology and Anthropology, to Professor of Sociology and Anthropology, effective September 1, 2000

Correction

Andersen, Wallis May, Associate Provost, effective August 1, 2000 through July 31, 2001 (Correct salary amount is \$80,954)

**3. Approval of Recommendation of Final Undergraduate and Graduate School Reports dated June 24, 2000**

(A list of the final undergraduate and graduate school reports is on file in the Board of Trustees office.)

**4. Recommendation to Accept Gifts to Oakland University and the Oakland University Foundation for the Periods of June 1 through June 30, 2000, July 1 through July 31, 2000, and August 1 through August 31, 2000, and to Accept Grants and Contracts to Oakland University for the Period July 2, 2000 through August 31, 2000**

(A list of the gifts, grants, and contracts is on file in the Board of Trustees office.)

Trustee David J. Doyle, seconded by Trustee Henry Baskin, moved approval of the Consent Agenda. The motion was unanimously approved by those present.

Chair Nicholson thanked Trustee Baskin for his generous support to the College of Arts and Sciences.

**B. Approval of Resolution Honoring David J. Doyle**

Chair Nicholson presented the following recommendation:

WHEREAS, the term of Trustee David J. Doyle as Chair of the Oakland University Board of Trustees concluded at the August 2, 2000 meeting of the Board; and

WHEREAS, Trustee Doyle has served two terms as Chair of the Board of Trustees, from August 6, 1998 to August 2, 2000; and

WHEREAS, Trustee Doyle has also served the Board as a member and chair of the University Affairs Advisory Committee and Finance and Personnel Advisory Committee, and as a member of the Investment Advisory Committee, contributing his knowledge and insight, and expending much time on the responsibilities associated with all of those duties; and

WHEREAS, Trustee Doyle has spent countless hours coordinating the Board's activities, and promoting trustee to trustee communication at Board meetings; and

WHEREAS, Trustee Doyle's leadership as Chair of the Board has resulted in major capital improvements such as the new Business and Information Technology Building and the School of Education and Human Services Building; and

WHEREAS, Trustee Doyle's leadership guided the Board's prioritization of the "Creating the Future" recommendations within the context of the strategic goals; and

WHEREAS, Trustee Doyle's leadership and support also aided in updating the Land Use and Development Guidelines and Campus Master Planning process, both of which stress broad-based consultation with campus constituencies; and

WHEREAS, Trustee Doyle has generously contributed to the fiscal well-being of Oakland University, his alma mater, and provided valuable assistance in its relationship with the legislature and other governmental entities; now, therefore, be it

RESOLVED, that the Board of Trustees, President Gary D. Russi, and the entire university community publicly express their deep appreciation and gratitude to Trustee David J. Doyle for the dedicated service he has rendered as Chair of the Board of Trustees; and, be it further

RESOLVED, that the Board of Trustees wishes at this time to recognize Trustee Doyle's outstanding service as Chair and as a Board member through the official adoption of this resolution; and, be it further

RESOLVED, that a copy of this resolution be provided to Trustee Doyle to convey the esteem in which he is held by the Board of Trustees, the President, and the university community.

Trustee Rex E. Schlaybaugh, Jr., seconded by Trustee Penny M. Crissman, moved approval of the resolution. The motion was unanimously approve by those present.

**C. Approval of Collective Bargaining Agreement between Oakland University and the Oakland University Chapter, American Association of University Professors (AAUP)**

Trustee Doyle stated that Oakland University and the Oakland University Chapter of the American Association of University Professors (AAUP) reached a tentative agreement on a three-year contract on June 26, 2000. He noted that the faculty union ratified the Agreement on September 20, 2000 by a margin of 286 yes votes, 43 no votes and 1 abstention. On behalf of the Board of Trustees, Trustee Doyle thanked the AAUP and administration bargaining teams for a very smooth negotiations process.

Trustee Doyle moved approval of the following resolution:

RESOLVED, that the Board of Trustees hereby approves the 2000-2003 contract between Oakland University and the Oakland Chapter of the American Association of University Professors, with the effective date of August 15, 2000 through August 14, 2003.

Trustee Crissman seconded the motion. The motion was unanimously approved by those present.

**D. Approval of Public School Academy Board Members for Star International Academy and Nsoroma Institute**

Trustee Louis Grech-Cumbo stated that Oakland University policy requires public school academies (PSA) to provide information for the establishment of a board of directors and the process for selection and reappointment of its members. He noted that before executing PSA contracts, the university approves the method of selection, the length of term, and the number of board members, all of which are included in the PSA Articles of Incorporation. In accordance with policy, the Office of Urban Partnerships & Public School Academies is recommending the approval of one renewal and one new PSA board member. Trustee Grech-Cumbo added that due diligence and background checks have been completed for both applicants.

Trustee Grech-Cumbo moved approval of the following resolution:

WHEREAS, the Board of Directors of Star International Academy has nominated Jumana Zimbalatti to fill the vacancy on the board created by the expiration of her term; and

WHEREAS, the Board of Directors of Nsoroma Institute has nominated Desiree Monique Ferguson to fill a vacancy on the board created by term expiration; and

WHEREAS, Jumana Zimbalatti's and Desiree Monique Ferguson's qualifications have been reviewed by and are acceptable to the university;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Jumana Zimbalatti and Desiree Monique Ferguson meet the requirements of the Board and applicable law.
2. The Board hereby approves Jumana Zimballati as a member of the Board of Directors for Star International Academy for a three-year term to expire in 2003.
3. The Board hereby approves Desiree Monique Ferguson as a member of the Board of Directors for the Nsoroma Institute for a three-year term to expire in 2003.
4. All resolutions and parts of resolutions in conflict with this resolution shall be and hereby are rescinded to the extent of such conflict.

Trustee Doyle seconded the motion. The motion was unanimously approved by those present.

#### **E. Approval of Addition of Sixth Grade for Weston Technical Academy**

Trustee Grech-Cumbo stated that Weston Technical Academy submitted a resolution from their Board of Directors approving the addition of a sixth grade. He noted that the original contract, approved by Oakland University in 1998, recognizes Weston to be a seventh through twelfth grade institution and that the PSAARC curriculum sub-committee has reviewed and approved the sixth grade curriculum for this academy according to the Michigan Department of Education Curriculum Framework. Trustee Grech-Cumbo added that the Office of Urban Partnerships & Public School Academies is recommending that Weston Technical Academy be granted approval to add sixth grade to the academy's technology-centered curriculum.



Trustee Grech-Cumbo moved approval of the following resolution:

WHEREAS, the Board of Trustees approved the original contract for Weston Academy in 1998; and

WHEREAS, the sixth grade curriculum for this academy is in accordance with the Michigan Department of Education Curriculum Framework; now, therefore, be it

RESOLVED, that the Board of Trustees hereby approves the Weston Technical Academy's resolution to add a sixth grade to the academy's curriculum.

Trustee Doyle seconded the motion. The motion was unanimously approved by those present.

#### **F. Approval to Contract for Wireless Internet Access in the Residence Halls and Matthews Court Apartments**

Trustee Robert N. Cooper stated that today students who live on campus use data telephones for access to the internet that are often slow and unreliable. He noted that in August 2000, a Request for Proposal (RFP) was initiated to eleven companies to provide a wireless Local Area Network (LAN) in the halls and Matthews Court Apartments, and a committee comprised of Student Affairs and Information Technology members reviewed the proposals, and determined that AVAYA offered the best alternative. Trustee Cooper commented that the wireless network and infrastructure will provide all residents with fast, reliable access to the university network through PC's, laptops, printers or any other Ethernet compatible device such as a hand held unit. The university proposes to enter into a two-year lease contract with AVAYA and its subcontractors, Quality Independent Communications, Inc. and Advanced Network Solutions, Inc. to provide the university the opportunity for system and equipment updates. Trustee Cooper stated that by leasing the equipment, the university will receive a 3 percent discount over the equipment purchase price. The projected cost of the wireless system includes a one-time charge of \$145,000 for the router, firewall, electrical upgrade and system wiring, and on-going operating costs that include monthly lease payments, maintenance and selection of an Internet Service Provider (ISP). Trustee Cooper stated that upon completion of this project, Oakland University residence halls and apartments will have the first fully wireless residential halls LAN computer system in Michigan. He reported that the total budget is \$832,896, which includes an additional \$5,000 for installation of a fifth T-1 line to ensure that the wireless access volume is handled.

Trustee Cooper added that Trustee Fischer raised two concerns at the last Working Session on this proposal. The first concern was whether the system will be able to handle the volume of all of the T-1 lines at once. The second concern raised by Trustee Fischer was related to increased costs due to the higher volume. In answer to those concerns, Trustee Cooper noted that the T-1 lines will be phased in to avoid that problem and to provide an opportunity to project needed volumes and costs.

Trustee Cooper moved approval of the following resolution:

RESOLVED, that the Vice President for Finance and Administration be authorized to enter a contract with Avaya Communications, Quality Independent Communications, Inc., Advanced Network Solutions, Inc., and a lease with Newcourt Communications Finance Corporation to provide a wireless Local Area Network for service to the residence halls and Matthews Court apartments; and, be it further

RESOLVED, that the contract and lease shall be reviewed by the General Counsel prior to execution and shall be in compliance with the law and university policies and regulations and shall conform to the legal standards and requirements of the University General Counsel.

Trustee Baskin seconded the motion.

Trustee Schlaybaugh noted that the introduction of the agendum item states that the AVAYA proposal is the best alternative. He asked if that means that AVAYA is offering the lowest cost to the university, and Trustee Cooper replied that, even though 11 companies received the RFP, only two companies submitted proposals. He commented that AVAYA has an excellent reputation in the business. Dr. Mary Beth Snyder, Vice President for Student Affairs, stated that Wireless Resources, the other bidder, was not a viable proposal when compared to AVAYA due to a market difference in quality. She added that two other companies indicated that they were interested in the project, but that they were not ready to provide the service at this time.

The motion was unanimously approved by those present.

**G. Approval of Plans for Development of Up to a Total On-Campus Housing Capacity of 2,500 and Authorization to Initiate Phase-One Development**

Trustee Crissman stated that she has attended a conference and several meetings regarding new student housing. She noted that in the past two years

demand for on-campus housing has exceeded availability, and during the Fall 2000 term, the university could have filled approximately 100 additional beds if they had been available. Trustee Crissman stated that an informal market analysis conducted three years ago supported sufficient demand for on-campus student apartment units to interest a private developer. Recently, the Board appointed a liaison committee for student housing consisting of Chair Nicholson and Trustee Crissman. As a result of interviews at the student housing conference, the firm of Anderson Strickler was selected to assist in the project, and the firm has already produced the following key results: Off-Campus Housing Market, Peer Institution Comparison, Focus Group Demand, General Student Demand Survey.

Trustee Crissman reported that the estimated total phase-one project cost is between \$19.3 million, or \$81 per square foot, and \$21 million, or \$117 per square foot for 145 units. The three unit types consist of two double bedrooms, four single bedrooms, or two single bedrooms, for a total increase of 505 beds. She added that the project will be funded through bond financing.

Trustee Crissman stated that a design-build selection team will be formed consisting of Chair Nicholson, Trustee Crissman, Vice Presidents Schaefer and Snyder and several staff and student members. The committee will determine a short list of Requests for Qualifications (RFQ) respondents to receive a Request for Proposal (RFP). Trustee Crissman commented that once a final selection is made, an agreement will be negotiated and signed, and the schematic design will be brought to the Board for approval at the April 2001 meeting.

Trustee Crissman moved approval of the following resolution:

RESOLVED, that the Vice Presidents for Student Affairs and Finance and Administration be authorized to proceed with selection of a design-build development team through an RFP process for phase one of student apartments; and, be it further

RESOLVED, that the Board shall review the schematic design proposed by the selected development team; and, be it further

RESOLVED, that the project budget shall be finalized at the time of schematic design approval; and, be it further

RESOLVED, that the design-build agreement shall be reviewed by the General Counsel prior to execution and shall be in compliance with the law and university policies and regulations and shall conform to the legal standards and requirements of the university General Counsel.

Trustee Doyle seconded the motion.

During a discussion on this item, Ms. Schaefer stated that, given all of the market data and financial analysis done to date, the project will be self-supporting, based on approximately 85% occupancy, and that it is unlikely that it will impact the university's debt capacity. Ms. Schaefer also noted that an underwriter will be selected to advise the university on how best to structure the financing portion of the project.

Trustee Schlaybaugh requested that the resolution include language regarding Board approval of the following topics: project schematic design; financing and feasibility; underwriter or financing advisor; and design-build agreement. Trustee Crissman asked about the impact the amended resolution would have on the project time line, and Ms. Schaefer replied that the time line may be close to reach the Fall 2002 opening deadline, but that it should be possible. She added that there would be no problem with the underwriter, since a proposal could be brought back to the Board in December; however, the timing on the RFP selection for the design-build contractor may be tight. Dr. Snyder stated that the deadline for selection of a design-build team of March 5, 2001 may be impacted with the proposed changes to the resolution. Trustee Schlaybaugh responded that the Board could always call a special meeting to approve the design-build selection if necessary.

For clarity purposes, Chair Nicholson decided to treat each of Trustee Schlaybaugh's amendments individually. She presented the following amendment to the Board for approval, as moved by Trustee Schlaybaugh:

RESOLVED, that the Board shall approve the schematic design proposed by the selected development team; and, be it further

Trustee Crissman seconded the motion. The motion to amend the resolution was unanimously approved by those present.

Chair Nicholson asked Secretary Zambardi to read the balance of the amendments individually for Board approval. Secretary Zambardi presented the following amendment to the Board for approval, as moved by Trustee Schlaybaugh:

RESOLVED, that the financing and feasibility for the project shall be subject to Board approval at the time of the schematic design approval; and, be it further

Trustee Doyle seconded the motion. The motion to amend the resolution was unanimously approved by those present.

Secretary Zambardi presented the following amendment to the Board for approval, as moved by Trustee Schlaybaugh:

RESOLVED, that the Board shall approve the financing advisor to the university with regard to this project and the related contract with the financial advisor; and, be it further

Trustee Grech-Cumbo seconded the motion. The motion to amend the resolution was unanimously approved by those present.

Secretary Zambardi presented the following amendment to the Board for approval, as moved by Trustee Schlaybaugh:

RESOLVED, that the design-build agreement shall be submitted to the Board for approval.

Trustee Grech-Cumbo seconded the motion. The motion to amend the resolution was unanimously approved by those present. The underlying motion, as amended, was unanimously approved by those present.

**H. Approval to Submit Schematic Design for Education and Human Services Building to State Joint Capital Outlay Subcommittee**

Trustee Baskin stated that approximately a year ago, the Board of Trustees approved the submission of the university's Capital Outlay Budget Request to the State of Michigan, which included the Education and Human Services (EHS) building as the university's number one priority. In January 2000, the State approved this project estimated at \$31.5 million, to be funded with a 75% contribution from the State and 25% contribution from the university. On April 6, 2000, the Board approved the appointment of the architectural firm of Duce Simmons Associates for the design of the EHS building. Trustee Baskin noted that the firm's representatives, Mr. Tony Duce, Mr. David Rose, and Ms. Janice Suchan, were present to answer questions by the Board. Trustee Baskin stated that the proposed building will house the School of Education and Human

Services with general purpose classrooms, the Lowry Center, computer labs, resource areas and faculty and administrative offices. Trustee Baskin noted that consistent with the recommendations of the Master Planning Task Force, the site for this new building will be southeast of Varner Hall and that occupancy is anticipated for Fall 2002.

Trustee Baskin stated that the proposed design is a unique four level structure that will take advantage of the natural topography, vegetation and vistas offered by the chosen site. The building is organized in a linear fashion along the western edge of the site to maximize natural views and preserve areas for the Lowry Center playgrounds. Trustee Baskin added that a four-story atrium will be in the heart of the building, providing internal views to all levels as well as a large panoramic view of the natural areas of the site and beyond. He noted that the university's share of required funding will be from bond financing.

Trustee Baskin moved approval of the following resolution:

RESOLVED, that the Vice President for Finance and Administration be authorized to submit the schematic design to the State Joint Capital Outlay Subcommittee for approval of program and budget; and, be it further

RESOLVED, that the Board shall review the final schematic design at its next meeting; and, be it further

RESOLVED, that the project budget shall not exceed \$31,500,000.

Trustee Grech-Cumbo seconded the motion.

Trustee Schlaybaugh inquired if the final model will include exterior mediums, and the architect replied that the model will be complete including development of the north side of the building.

Trustee Baskin commented that he is convinced that Duce Simmons has been meticulous in their review and use of the surrounding topography for this facility. He noted the building's proximity to Varner Hall and commented on the attention paid to pedestrian traffic in that area.

The motion was unanimously approved by those present.

**V. Discussion of December 6, 2000, Board of Trustees Meeting Agenda**

The Board reviewed the December 6, 2000, proposed agenda, and Trustee Schlaybaugh requested that Ms. Schaefer provide a management, discussion and analysis (MD&A) on the financial statements.

**VI. Other Items that May Come Before the Board**

Ms. Susan Russell, Oakland University Professional Support Association President, requested to address the Board, and she made the following statement:

On behalf of our association I wish to congratulate the faculty and administration teams for reaching a new agreement six weeks before the old contract expired. Our association, on the other hand, has been working on a day-to-day extension of our contract for the past fifteen months. This means that our members have received no pay increase since July 1, 1998. Part of the delay in reaching an agreement with the university was the decision of our members to change our bargaining affiliation. However, we are now at a point that all issues for a new contract appear within reach with the exception of medical benefits. In light of the faculty agreement that you today approved, our association requests that you reconsider the limitations placed upon our medical benefits. Our members are being asked to accept co-pays for prescription drugs that are twice as high as those you just approved for the faculty and nearly two to four times higher than those currently being paid. Why should the lowest paid group of employees pay more for prescription drugs than other employees? The agreement that you approved today for faculty provides caps in monthly medical benefits that are more than 50% higher than the caps we are being asked to accept. Medical costs are not dependent upon one's income. Again I ask you why should caps on the university's contributions to medical coverage for the lowest paid group of employees be so much lower than those you approved for the faculty? Please reconsider the limitation on prescription drug co-pays and monthly medical coverage caps placed upon the university negotiators. Our members are just as dedicated to providing optimum service to Oakland students as our faculty and deserve better than second-class medical benefits.

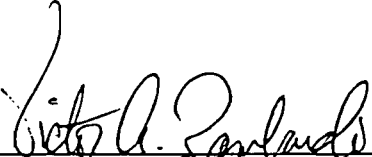
hair Nicholson thanked Ms. Russell for her report.

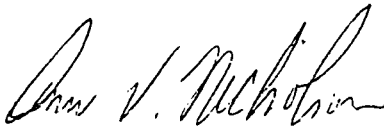
VII. Adjournment

Trustee Baskin, seconded by Trustee Crissman, moved adjournment of the meeting. The meeting was adjourned at 3:06 p.m.

Submitted,

Approved,

  
\_\_\_\_\_  
Victor A. Zambardi  
Secretary to the Board of Trustees

  
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Ann V. Nicholson  
Chair