

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
January 18, 2011

The meeting was called to order at 12:03 pm by President Angela Moore at the Bowers Community Center, with the following members present: Angela Moore, Julie Hower, Bill Wessel, Bill Kassebaum, TinaRae Scott, Sandy Bachura, Larry Landgren, Lance Tischhauser, Diane Bolton, Carolyn Nelson, Dee Gieswein. Previous Board Members Jim Aldrich, Bill Dickson, and Darrel Bryant were also in attendance.

Those unable to attend the meeting were: Robert Mark, Jan Oleen, and Craig McNeal.

The minutes of the previous meeting were mentioned by B. Kassebaum. Since TR Scott was unable to attend, he had made notes and would get those to Scott to distribute to group by the next meeting.

The financial report was presented by J. Hower. She read the checking account information as well as the disbursements for the 4th Quarter in 2010. Questions were fielded by Hower and J. Aldrich.

Correspondence had been received from Judy Parks, representing CGMS, the White City Public Library Board of Trustees, and Prairie Heights, thanking the Board for Grant monies.

In old business, D. Bolton mentioned that Wayne Kohler was working on the yard at the Seth Hays Home and a hardy fescue grass was discussed to be planted in the spring, prior to installation of the landscaping. A bill for \$325.00 was submitted and paid for work completed to date. B. Kassebaum reminded the group that any responsibility for plants and their care would fall to the Historical Society since they own the property and all plans need to be verified with them. Monies for the plants would also come from the Schultz fund. The FFA program at CGHS was mentioned as an outlet for assisting with planting and upkeep of the landscaping. A meeting with Brandon Barr, advisor, will be planned for the near future with Bolton and Scott working on the project. Scott is to speak with Wayne Kohler about planting buffalo grass as that was the previous agreement made with the Historical Society, since there is no water available and maintenance after establishment would be minimal.

In new business, B. Dickson, D. Bryant, and J. Aldrich provided a history and explanation of the CGAF to members present including the formation of the organization, the creation of the named funds, how those funds came into being and why they were established; an explanation of the financial records & fees was provided; tax laws regarding donations were discussed; marketing ideas from the past were also conveyed. Committee assignments were also mentioned and it was stated that those obligations are mentioned in the bylaws. Each member should have a copy of the bylaws in their notebook. It was noted that as a rule of thumb, 5% of the funds collected are given away in the form of grants to the area. The importance of accurate note taking and minutes was discussed due to IRS guidelines.

There was a discussion regarding the replacement necessary for the board position void created by Garland Richardson since he moved out of the area. The President requested the nominating committee gather to discuss options prior to the next meeting and present the Board with a list of potential members. D. Gieswein agreed to fulfill Richardson's current obligation and the position open will be for a full 3 year term.

Kassebaum moved to renew the 2011 KACF membership for \$150.00. With a second by C. Nelson,

motion carried. President Moore had the necessary documentation provided by mail and also email to renew the application.

President Moore entertained ideas and visions from the members present for future projects. Those discussed include: completion of the native plantings at the Seth Hays Statue; creation of a part-time position, potentially held by a grant-writer, as an employee of the Foundation; the Riverwalk project; additional art projects to complement those completed by the Foundation; an auxiliary roll in our local fundings-schools, cities and counties; establishment of the needs of small communities through outreach with a personal style of marketing; review the USD 417 funds and purpose; make ourselves know with our marketing; update letters to areas beyond our community and focus on alumni of area schools; work on keeping the website viable; correct the phone number on the current brochure; reconnect with those who have funds; collaborate as a region; assist projects for young and old alike; and review the Grow Healthy Kansas 2 grant prior to the Sept 2011 deadline.

The next meeting will be held on March 15, 2011 at NOON at the Bower's Center.

With no further business to discuss, the meeting adjourned at 1:17 pm.

Respectfully submitted, TinaRae Scott, Secretary

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
March 15, 2011

The meeting was called to order at 12:00 (Noon) pm by President Angela Moore at the Bowers Community Center, with the following members present: Angela Moore, Julie Hower, Bill Wessel, TinaRae Scott, Larry Landgren, Lance Tischhauser, Diane Bolton, Carolyn Nelson, Robert Mark, Jan Oleen and Craig McNeal. Board Members unable to attend included: Dee Gieswein, Bill Kassebaum, and Sandy Bachura. Guest speaker Sharon Haun was in attendance.

The minutes of the previous meeting were approved as emailed on January 19, 2011 and again on March 14, 2011. Copies were also available to members at the meeting. A motion to approve the minutes was made by B. Wessel and seconded by C. Nelson. Motion carried.

The financial report will be emailed if possible by J. Hower. Otherwise, it will be available at the next meeting.

There was no correspondence.

In old business, A. Moore and D. Bolton mentioned that grass was planted at the Seth Hays Home last fall and that Bolton will work with the CGHS vo-ag classes to plant and water any plantings as necessary. Kim Bomberger will work with the Foundation to identify native plants and provide guidance.

With regards to fixing the incorrect phone numbers on the Foundation brochures, members will take boxes home and correct the number using a Sharpie. Finished boxes need to be returned to Aldrich CPA for storage.

J. Hower along with guest Sharon Haun gave a report on the Neosho Riverwalk. Since the City owns the property, they appointed a Riverwalk Task Force committee 1.5 yrs ago that includes Hower and Haun. The area of concern includes the property from the old railroad bridge to the south of Main St and the Valley St Bridge to the North. Two architectural firms have been contacted to create a master plan. Currently the Task Force has \$38,000.00 in funding from the Nystrom Foundation being housed by the Area Foundation. There was discussion concerning a T21 grant, which is a federal highway 80/20 grant. Since these types of grants focus on trails, a trail is being considered to connect the Federal Reservoir to Allegawaho Park. Schwab Eaton feels strongly about continuing the project as they were involved in the initial Riverwalk development. The master plan that needs to be created will be very expensive. There is currently a need to have a topographical and boundary survey as well as community involvement to determine requirements that have to go into the master plan, at the cost of approximately \$25,000.00. L. Landgren moved for the CGAF to support the Riverwalk Project in funding up to 50% of the Nystrom Foundation Funds that have been previously slated, pending the Nystrom Foundation approval of use for the topog and survey. C. Nelson seconded the motion and motion carried.

A report on the Educational Enhancement Fund stats was given by A. Moore, President. Jim Aldrich and Darrel Bryant along with Moore spoke to Ralph Mock regarding exempt status. Funds will have to continue to be distributed by CGAF and will remain at Farmer's and Drover's Bank so as not to be effected by the stock market. That was an amicable agreement by all concerned.

J. Hower stated that she sent in the KACF membership.

In new business, Prairie Fire Media Solutions submitted an invoice for \$250.00 for another year of website maintenance, administration, and updates. Moore gave the invoice to Hower for payment. Regarding the current website, the projects tab says coming soon and needs photos and project details. It might be beneficial to link all community websites to the page. Photos will be collected from area photographers. All members are encouraged to email project knowledge to Moore.

D. Gieswein checked on all of last year's grants to verify that funds were used as requested. Moore reported that Gieswein was satisfied with results.

Moore stated that the area high school counselors were aware of the scholarship opportunities.

Moore then provided the Board with the definition of funding as outlined by the Schultz Fund.

Prior to the meeting, Moore had emailed the Board members a link to the "Dollars for Schools" website to review as a potential for increasing the Educational Enhancement Fund. General consensus from the Foundation Board was that the website was very nice and would benefit our communities by involving the alumni and other patrons. Moore supports setting up something similar for USD 417 due to current and future economic concerns. R. Mock is on board with the project. Recommendation from the CGAF Board was made to encourage local school districts to apply for a grant from the Foundation by September 1, 2011 to facilitate a website similar to this.

The Nomination Committee, C. Nelson, L. Tischhauser, and T. Scott, met recently to provide the Board with a list of names to fill the vacancy from D. Gieswein serving out G. Richardson's term and opening a full 3 yr term. The names submitted were: JoAnn Kahnt, Jimmy Parker, and Dave Kirk. Diane Miller's name was also mentioned by the Board. The Board voted on placing nominees as 1, 2, and 3 in order of suggestion to fill the vacancy. The Nominating committee will contact them in order selected to see who is willing to participate on the Board. Names are also being gathered for potential upcoming vacancies in November as terms expire. Moore stressed growing regionally and locally with our Board.

In announcements, members were reminded to pick-up boxes of brochures from Aldrich's to correct the phone number.

The next meeting will be held on May 17, 2011 at NOON at the Bower's Center.

With no further business to discuss, the meeting adjourned at 12:58 pm.

Respectfully submitted, TinaRae Scott, Secretary

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
May 19, 2011

The meeting was called to order at 12:00 (Noon) pm by President Angela Moore at the Bowers Community Center, with the following members present: Angela Moore, Dee Gieswein, Bill Kassebaum, Sandy Bachura, Julie Hower, Bill Wessel, TinaRae Scott, Larry Landgren, Robert Mark, Jan Oleen and Craig McNeal. Board Members unable to attend included: Lance Tischhauser, Diane Bolton, and Carolyn Nelson. Newly elected board member JoAnn Kahnt, whose term will expire November of 2013, was also present at the meeting.

The minutes of the previous meeting were approved as emailed. Copies were also available to members at the meeting. A motion to approve the minutes was made by D. Gieswein and seconded by L. Landgren. Motion carried.

The financial and treasurer's report was given by J. Hower with a balance of funds as of 12/31/2010 in the amount of \$439,850.19. She provided an explanation of each fund, where it's distributed, and how it's dispersed. As of 3/31/2011, the checking account balance is \$16,307.83. Signature cards need to be updated for the checking account. The 2010 tax returns are completed and will be available for viewing at Aldrich CPA.

Again, there was some discussion about moving the USD 417 Enhancement Fund to the Topeka Foundation, due to the tax status of the CGAF. It was determined that since the funds often need to be retrieved quickly, keeping them at the local bank (Farmers and Drovers), where accessible, would benefit everyone the most. As stated in March, a report on the Educational Enhancement Fund stats was given by A. Moore, President. Jim Aldrich and Darrel Bryant along with Moore spoke to Ralph Mock regarding exempt status. Funds will have to continue to be distributed by CGAF and will remain at Farmer's and Drover's Bank so as not to be effected by the stock market. That was an amicable agreement by all concerned. Discussion regarding the withdrawal of the funds and requirements would be held with Ralph Mock, current President of the Enhancement Fund, by A. Moore, J. Hower, and/or J. Aldrich. Should further action need to be taken in the future regarding the tax status, etc., it was determined this issue can be brought up to the Board again.

There was no correspondence.

In old business, A. Moore met with Ralph Mock and Donna Frese regarding the "Dollars for Schools" website and the Educational Enhancement Fund, regarding the potential of hosting such a website. Wes Bowman provided details concerning set up, etc. This has been on the USD 417 Board of Education agenda as well. As stated in last meetings minutes*, any school district can apply for a grant from the CGAF if they wish to move forward.

*From the March 15, 2011 minutes-Recommendation from the CGAF Board was made to encourage local school districts to apply for a grant from the Foundation by September 1, 2011 to facilitate a website similar to this.

D. Bolton was absent so no report was made regarding the landscaping project at the Seth Hays Home. It was noted that USD 417 will be accepting bids for landscaping during their July Board of Education meeting. It was noted that D. Bolton had been working with the vo-ag teacher, Brandon Barr, who resigned from USD 417.

J. Hower gave a report on the Neosho Riverwalk, stating that the committee is still moving forward, with subcommittee's now being formed.

J. Hower discussed the DGAF grant application received thus far, prior to the September 1 deadline. Two applications have been received thus far, one of which was withdrawn. There was much discussion regarding a rolling versus annual deadline. The general consensus of the Board was that the current annual selection process seems to work the best for all involved. Board members were encouraged to speak to those who wish to apply for funds that are often needed in the spring and remind them they can apply in the fall prior.

In new business, A. Moore welcomed JoAnn Kandt, from White City to the Board. JoAnn is the Editor of the Prairie Post, a weekly publication that is distributed across the region. To clarify, she is accepting the vacancy created when Dee Gieswein moved to fill Garland Richardson's term. Gieswein's term will expire in November of 2012. J. Kandt's term will expire in November of 2013.

The Grant Committee, chaired by D. Gieswein, will compile a list of awarded grants from 2006 to go with the list originally compiled by Don McNeal. This information will be placed on the website; the projects tab says coming soon and needs photos and project details. It might be beneficial to link all community websites to the page. Photos will be collected from area photographers. All members are encouraged to email project knowledge and photos to A. Moore.

CGAF brochures will be distributed to area alumni banquets-to Council Grove, Wilsey and Dunlap. White City and Dwight have banquets during the even years. Alta Vista has their banquet during Old Settler's Weekend. Estate planning attorneys will also be provided with the most up-to-date brochures. Members were reminded to pick-up brochures from Aldrich's that have the correct phone number.

Much discussion was had regarding a part-time foundation employee. This person would be responsible for public relations, week to week activities, tracking website information, etc. It was determined that at this time this is a "catch 22" situation with regarding to funds available.

Moore asked the group about the possibility or need to hold the CGAF meetings elsewhere in the county. It was agreed to maintain the current meeting place right now due to the diversity of Board members from around the area.

There was some discussion, after the prior meeting and the information provided to the Board with the definition of funding as outlined by the Schultz Fund, and the next project in art. All members are encouraged to bring local and regional artists and ideas to the Board. Fountains, murals, and other forms of art were discussed as an effort to make our area an art destination.

The Nomination Committee was reminded that five people's terms will expire in November of this year. Those persons are: TinaRae Scott, Julie Hower, Robert Mark, Bill Wessel, and Angela Moore. R. Mark expressed that he is considering not serving on the Board for another term. In the recent past,

the additional names submitted to the Board were: Jimmy Parker, Dave Kirk and Diane. Moore again stressed growing regionally and locally with our Board.

T. Scott made a motion to pay Aldrich CPA \$1200.00 for the 2010 Tax Preparation. With a second by B. Kassebaum, motion carried.

The next meeting will be held on Thursday, July 21, 2011 at NOON at the Bower's Center. Everyone was reminded that meetings are now being held on the third Thursday, every other month.

With no further business to discuss, the meeting adjourned at 1:12 pm, on a motion from J. Oleen and a second from J. Hower.

Respectfully submitted,
TinaRae Scott, Secretary

Council Grove Area Foundation
Board of Directors Meeting
July 21, 2011

A meeting of the Board of Directors of the Council Grove Area Foundation was held July 21, 2011 at the Bowers Center. Directors present were: Julie Hower, Angela Moore, Jan Oleen, Carolyn Peterson, Sandy Bachura and Dee Gieswein.

Carolyn moved that the minutes of the last board meeting be approved as corrected. (spelling changes) Sandy seconded the motion and it was passed.

Julie Hower went over the financial report for the second quarter of 2011. Checking account balance was \$ 5,401.90. Sandy made a motion to approve the financial report, seconded by Carolyn. Motion was carried.

There was discussion on how to “get the word out” about the CGAF. Angela will take brochures to Dwight and Alta Vista council meetings. Other board members will be asked to cover Wilsey, White City and Council Grove. Julie and Bill will write a letter to area attorneys.

Landscaping at the Seth Hays Home has been postponed until fall.

Grants were discussed. Julie will check past bank statements to compile a list of recipients for the past years. Dee will contact local papers for advertising grant applications being due by September 1, 2011.

There was discussion on our next project. Angela will check with artists on the possibility of a mural and report back to the board.

Carolyn moved to adjourn the meeting at 12:45 p.m., seconded by Sandy. Motion was carried.

Next meeting will be September 22, 2011

Dee Gieswein (In absence of TinaRae Scott)

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
September 22, 2011

The meeting was called to order at noon by President Angela Moore at the Bowers Center, with the following members present: A. Moore, Bill Kassebaum, Julie Hower, Jan Oleen, Larry Landgren, Craig McNeal, Carolyn Nelson-Peterson, Sandy Bachura, Dee Gieswein, Lance Tischhauser, Bill Wessel, TR Scott, Joann Kahnt. Those unable to attend the meeting were: Robert Mark and Diane Bolton.

The minutes of the previous meeting were approved as emailed with a motion by J. Hower and a second from B. Wessel.

The financial report was presented by J. Hower with the TCF reporting \$419,164.16 and F & D Bank balance of \$43,909.20, for a total fund balance of \$463,073.36 as of June 30, 2011. Disbursements were discussed regarding scholarships from the spring.

In Old Business, J. Hower reported that the Riverwalk Committee/Task Force will meet again in November. Schwab-Eaton from Manhattan will most likely begin work on the survey process once the trees in the park lose their leaves.

Moore met with Rotary recently regarding working with other community foundations and Rotary to combine funds for projects. Communication is a major issue with this joint-process. The Riverwalk Bridge was mentioned as far as replacing the chain link fence on the bridge with something more artistic. There was discussion that the use of the \$38,000.00 from the Nystrom Foundation should be utilized with on any project only with the Nystrom Foundations input and approval. The City of Council Grove, KDOT and many other entities are also involved. TR Scott moved to work with Rotary and other local foundations on the Riverwalk Project. With a second from D. Gieswein, motion carried.

Hower presented the Board with a letter to send to estate planning attorneys regarding the CGAF and its responsibilities. She will mail these to any person the Board recommends to her. C. Peterson moved, with a second from B. Kassebaum, to mail the letters out as necessary. Motion carried.

Wessel mentioned that the Kansas Area Foundation website, while mentioning the CGAF, doesn't currently have a link to our website, nor do they show us as a member. It was mentioned that dues/membership were paid earlier this year as J. Hower sent out the information. A. Moore stated that the CGAF website was being updated to include previously awarded grants.

There was no report on the Seth Hayes Home landscaping with D. Bolton absent.

In New Business, Hower reported that 5% of the value of the Foundation must be awarded as grants annually. This amount in June was \$23,000.00 It was decided that with the market fluctuations since that date, the more accurate amount would be somewhere between \$17,500.00 to \$20,000.00. A total of approximately \$18,000.00 was settled upon by the Grant Committee. There were 15 grant applications and 11 were approved by the Committee. The 11 applications presented by the Committee were:

- \$500.00 from Boy Scout Troop 65 for a computer
- \$500.00 from the CG Fire Dept. Auxiliary for fire decals for crew vehicles
- \$250.00 from PHMS for an art field trip
- \$250.00 from PHMS for reading materials
- \$2795.00 from White City Elementary for the accelerated reading program
- \$600.00 from PHES for an iPad and software
- \$1500.00 from the AG Heritage Park in Alta Vista for equipment signage

\$3880.00 from PHMS for science kits

\$150.00 from the Envision Committee for housing materials/funds for housing committee operations

\$4000.00 from the PRIDE Committee for general operations

\$3720.00 from the Council Grove/Morris County Chamber of Commerce and Tourism for new brochures

Totaling \$18, 145.00

C. Peterson moved, with a second from S. Bachura, to accept the Grant Committee recommendations. Motion carried. The Grant Committee asked that in the future, USD 417 requests should first go to the USD 417 Fund. It was noted that photos should be taken with those receiving the grant monies for publicity and the website. D. Gieswein and TR Scott will make certain photos are submitted to the webmaster as well as the CG Republican and the Prairie Post.

Moore reported that Robert Mark resigned, effective immediately, from the CGAF Board due to his moving to Lyon County and the Emporia area. C. Peterson stated that she was also resigning from the Board effective immediately. The Nomination Committee handed out a list of CGAF Board members and their term information from October 1999 through 2014. The Nomination Committee presented the Board with a list of eight names that the Board then ranked in order of one through eight. Amy Allen (Dunlap), Jimmy Parker (Parkerville), Diane Jernigan (Council Grove), Becky Catlin (Council Grove City Lake), Diane Miller (Dwight), Dick Montgomery (Wilsey), Lee Dobratz (Council Grove) and Dave Kirk (rural Council Grove) will be contacted in this order until two persons agree to serve the remainder of C. Peterson's term and a full three year term with R. Marks vacancy.

Moore provided information on the Flint Hills Regional Council and the four local representatives who serve on the committee/council: Vern Hay, Joe Kormanik, Galen Johnson, and Debi Schwerdtfeger. They are requested a letter of matching funds/support for the Flint Hills Sustainable Development Grant being put together by the Flint Hills Regional Council. A letter of support announcing current CGAF grants awarded and of the Foundation's support towards the Council was moved by TR Scott, with a second by L. Landgren. Motion carried. President Moore will send the letter.

There was much discussion regarding the Schultz Fund/Community art project. KDOT will be involved if the Riverwalk Bridge is included. This project may be multi-tiered and a very expensive project. Murals can't be placed on private buildings using funds from the CGAF. There was also discussion regarding the role of the Foundation in the projects, the types of projects, and where to go in the future. Recommendation and overall consensus was to wait for the Riverwalk Committee to present a master plan.

The next meeting will be held on November 17, 2011 at the Bower's Center at noon.

With no further business to discuss, the meeting adjourned at 1:10 pm.

Respectfully submitted, TinaRae (TR) Scott, Secretary

COUNCIL GROVE AREA FOUNDATION
BOARD OF DIRECTORS MEETING
MINUTES
November 17, 2011

The meeting was called to order at 12:05 pm by President Angela Moore at the Hays House, in the Crystal Room with the following members present: A. Moore, Diane Bolton, Julie Hower, Jan Oleen, Craig McNeal, Diane Jernigan, Amy Allen, Sandy Bachura, Dee Gieswein, Bill Wessel, TR Scott, and Joann Kahnt. Those unable to attend the meeting were: Lance Tischhauser, Larry Landgren, and Bill Kassebaum,

The minutes of the previous meeting were approved as presented with a motion by J. Hower and a second from S. Bachura.

The financial report was presented by J. Hower. She explained the balance of funds as a refresher for all members and to benefit the new Board members. Total fund balance is \$441,984.98, with \$381,560.02 in TCF and \$60,424.96 in F & D Bank. TR Scott moved to accept the report as presented; the motion was seconded by D. Gieswein and carried.

In Old Business, J. Hower reported that the Riverwalk Committee/Task Force will meet again this evening.

Moore thanked the Grant Committee and others for promoting the recent grant awards. A letter was sent to USD 417 to remind them to apply to the USD 417 Foundation first then to apply to the CGAF with their denial letter as a second opportunity. S. Bachura reported that the Nystrom Foundation has money for their account within the CGAF and A. Moore stated that the Trembly Foundation will give money annually to the USD 417 Enhancement Fund.

Moore reported that she emailed the Kansas Assn. of Area Foundations regard the websites and provided the correct information. At the time of the meeting, she hadn't received a reply.

D. Bolton gave a report on the Seth Hayes Home landscaping, stating that the Historical Society will be utilizing an arborist. The CG High School planted an Osage Orange tree and some shrubs. Grass was planted at the Home and new sidewalks are in. The High School has stated that they damaged a tree at the site and some grass was damaged with the new sidewalks installation. Master Landscaping has done the work at the High School and Bolton would like to see the CGAF work with them for continuity. D. Gieswein moved for Bolton to work with Master Landscaping for a plan and budget. D. Jernigan seconded, motion carried.

D. Bolton stated that Marion High School included the Marion Community Foundation information with their alumni letters. She will talk to Sid Wilkerson about future opportunities for this to be done in Council Grove. Other area banquets were discussed as the information was passed around. A letter will be drafted by Scott for future use with alumni information pulling data from the brochure and using the Marion information as a guideline. This information needs to be to J. Kahnt prior to the White City Alumni information being mailed out in January.

In New Business, Moore welcomed Amy Allen (currently Delavan/future Dunlap) and Diane Jernigan (Council Grove) as new members of the Board. They were presented their binders and given the most current information for use.

Moore will go to the Alta Vista and Dwight City Council meetings, Scott will attend Council Grove, and Kahnt will cover White City in an effort to share information about the CGAF. Other communities as well as community organizations will also be approached regarding CGAF members sharing information in an effort to increase the knowledge of the Foundation.

Moore gave an update on the USD 417 Educational Enhancement Fund stating that the Trembly Foundation will provide an annual gift. The Enhancement Fund has recently awarded monies for technology and field trips.

J. Hower read aloud the portion of the Bylaws regarding the nomination of officers. It was noted that terms are for one year and the information is contained on pages 9 and 10 of the Bylaws.

Moore asked that each member please bring one good thing that is/has happening(ed) in your community to share with the group at the next meeting.

The next meeting will be held on January 19, 2012 at the Hays House Crystal Room at noon.

With no further business to discuss, the meeting adjourned at 12:40 pm, with a motion from D. Jernigan and a second by S. Bachura.

Respectfully submitted, TinaRae (TR) Scott, Secretary