

MINUTES

DSST Public Schools Board Meeting
September 25, 2014
DSST: Byers Middle School, Room 227

Meeting Called to Order: 2:35 p.m.

Board Members Present:

Dan Wilkerson
David Greenberg
Deborah McGriff (via phone)
Don Kirkpatrick (via phone)
Heather Lamm
Keith Evans (via phone)
Justin Jaschke
Michele Cooper
Norwood Robb
Sean VanBerschot
Steve Halstedt
Steve McConahey
Tanya Kelly-Bowry
Teresa Berryman

Parent Present: Lolly Block (Cole Campus), Wyllly Staab (Byers Campus)

Board Members Absent: Jackie Sullivan, Matthew Schnittman

DSST Staff Present: Bill Kurtz, Christine Nelson, Christina Carlson, Katie Glenn (note taker), Rochelle Van Dijk

DPS Staff Present: Keceya Campbell, Maya Lagana

Introductions and welcome

Mr. Halstedt introduced Lolly Block, Wyllly Staab, Keceya Campbell, and Maya Lagana.

Mr. Halstedt motioned to add the status of board members, Anna Jo Haynes and Nancy Phillips, to the agenda under the Nominating and Governance Committee report.

Ms. Berryman motioned to add the Advisory Council under the Chair's report.

Motion: Approval of amended agenda, Robb

Second: Kelly-Bowry

Vote: Unanimous approval

Motion: Approval of previous board meeting minutes, Robb

Second: VanBerschot

Vote: Unanimous approval

School Director Q&A: Brad White, Director of Byers Middle School. Mr. White shared that it's been a great week filled with celebration about their students growth results. He also highlighted that 95% of their parents completed a +1 commitment last year. Byers staff hosted Back to School Night on Tuesday, September 23rd where they celebrated their results and thanked parents for their support. Mr. White also shared there have been a couple year 2 shifts. One shift being a situation that caused changes in students schedules and advisories. It was a huge task but the staff showed great resiliency by pushing through and getting it all done in a timely fashion. Other year 2 shifts Mr. White mentioned are they are still getting moved in to their new building as well as training new leaders.

Chair's Report: Executive Committee update.

Mr. Halstedt stated the meeting today will cover everything in the executive committee minutes except for the status of STMC.

Ms. Berryman gave a brief overview of the Board- Advisory Council connection. She asked board members to update the Advisory Council on how DSST is doing, and invite them to the Advisory Council meeting in February as well as Slice of Pi in May. George Sparks is an addition to the Advisory Council. Mr. Sparks is going to provide strategies on how to strengthen and grow our Advisory Council in the next couple months.

Ms. Nelson added to expect a calendar of DSST events within the next month.

Home Office Updates: Mr. Kurtz began the Home Office updates by having an open Q and A discussion regarding the information provided in the Board Book. After questions were answered, Mr. Kurtz gave a brief review of the results from our four strategic initiatives from the 2013-2014 operating plan. The four strategic initiatives from 2013-2014 were Literacy, Systems that Scale, Leadership and Training, and Teacher Career Pathway. He then provided a brief overview of the status of each of our four strategic initiatives in our operating plan for the current school year. The four strategic initiatives for this year are Interventions, Professional Development, Leadership Pipeline, and Fulfillment. After the past and present operating plans were discussed, Mr. Kurtz stated that we are taking an 8-10 week pause from our COO search. The team is going to revisit the job description and evaluate what the right role is for this person. In the meantime, we have hired Scott Walker as a contractor. Mr. Walker is working 20 hours a week to implement a new HRIS system. Mr. Walker's contract is to completion which is projected to be 8-9 months. The Home Office updates concluded with Ms. Van Dijk presenting an overview of data and trends from the 2013-2014 school year.

Nominating/Governance Committee: The Nominating/Governance Committee reported that they revised their charter and will send it out to the Board to approve at the next meeting. They also reported that they have made edits to the Board Evaluation survey and will be sending it out shortly. They added that they would appreciate everyone's input prior to the Board Retreat on October 15th. Lastly, they reported they are in the process of addressing questions on board membership, terms limits and renewals, as well as beginning to fill a board member pipeline.

Mr. Halstedt added that Anna Jo Haynes has resigned from the Board due to personal reasons. Ms. Haynes is joining the Advisory Council and is going to reconsider coming back onto the Board in a couple years.

Whereas, Anna Jo Haynes has been a dedicated member of the board of DSST for four years, and

Whereas, she has contributed crucially to the direction and the success of the Charter Network with her time, her deep expertise and her treasure,

Now Therefore, the Board of DSST on behalf of its members and all of the Company's Associates, do hereby extend heartfelt thanks and appreciation for Anna Jo Haynes' many contributions.

Motion: Approval of Anna Jo Haynes resignation from the DSST Board of Directors, Berryman

Second: Kelly-Bowry

Vote: Unanimous approval

Mr. Halstedt also added that Nancy Phillips is taking a leave of absence from the board and will not be participating for the next 12 months. She has sold her company, ViaWest, to another telecommunications company. The new company is keeping her as CEO.

Mr. McConahey suggested Gloria Zamora has a potential board member in the future and she may be attending the retreat. The Nominating and Governance Committee will come to the Board if they fully recommend her a future member of the DSST Board of Directors.

Finance Committee: The Finance Committee asked for approval of their charter. This year they are equalizing the financial picture for middle schools and high schools. Previously they have been looked at as a continuum but in truth middle schools cost less than high schools. Ms. Berryman added they are updating the long term forecast and seeing how TCP plays into the projected forecast.

Motion: Approval of Finance Committee Charter,

Second:

Vote: Unanimous approval

Advancement Committee: Ms. Kelly-Bowry thanked Mr. Robb and his wife for their generous gift to DU to provide scholarships for DSST students. Mr. Robb added that other people can add to the scholarship fund and there is a match component as well. Ms. Kelly-Bowry also thanks Christina and her team for the numerous grants they are currently writing and for the different options they are exploring to bring more money to DSST. The Advancement Committee concluded their report by announcing that we will be honoring Steve and Susan Halstedt at Slice of Pi this year.

Audit Committee: The Audit Committee reported that they met with the auditors on September 10th and the great news is there were no issues or management letters. All statements are on the Board website for your reference. The auditors were very complimentary on the great progress we have made with our financial reporting systems and Mr. Kurtz added that Coreen and her team did a phenomenal job.

Education Committee/ IT Committee: Mr. Greenberg reported that the Education Committee had a pre-meeting with Don Kirkpatrick and Michele Cooper. At the meeting they discussed that there is a lot of overlap with the plans of the IT Advisory Committee and the Education Committee. This year the IT Advisory Committee will be focusing on leveraging the deep dive conversation and ideas on where to take the conversation in the next Board meeting. The IT Advisory will also be prioritizing security. The IT Advisory and Education Committee will be focusing on data security issues at their meeting in November.

Mr. Halstedt added that Ms. Berryman will be following up with each board member about their individual board plan and that everyone must have a board plan in the November Board Book.

Mr. Halstedt stated, "I would entertain to go into Executive Session as permitted under the Colorado Revised Status section 24-6-402 (4) to the purpose of:

- Pursuant to subsection (e) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators; specifically the timing and location of additional schools and campuses.
- Pursuant to subsection (f) Personnel matters, specifically the performance and compensation of the CEO.

Motion to go into Executive Session at 4:37pm, Robb

Second: Greenberg

Vote: Unanimous approval

Motion for adjournment of Board Meeting at 5:56pm, Robb

Second: Cooper

Vote: Unanimous approval

Respectfully Submitted,

Katie Glenn (note-taker) for Sean VanBerschot, Secretary

MINUTES

DSST Public Schools Board Meeting

November 20, 2014

DSST: Conservatory Green Middle School, Room 237

Meeting Called to Order: 2:34 p.m.

Board Members Present:

Dan Wilkerson
David Greenberg
Deborah McGriff (via phone)
Heather Lamm
Jackie Sullivan
Justin Jaschke
Michele Cooper
Norwood Robb
Sean VanBerschot
Steve Halstedt
Steve McConahey
Teresa Berryman

Parent Present: Lolly Block (Cole Campus) via phone, Wyly Staab (Byers Campus)

Board Members Absent: Don Kirkpatrick, Keith Evans, Matthew Schnittman, Tanya Kelly-Bowry

DSST Staff Present: Bill Kurtz, Christine Nelson, Denise Queen, Jackie Blizzard, John Clark, Katie Glenn (note taker), Susan Barrett

DPS Staff Present: None

Welcome

Mr. Halstedt apologizes about the new agenda and the board book not being aligned. This issue will be resolved for the board meeting in January.

Mr. Kurtz introduces John Clark, the School Director at DSST: Conservatory Green Middle School and commends Mr. Clark for his great leadership.

School Director Q&A: John Clark, Director of Conservatory Green Middle School. Mr. Clark begins by stating that the school year is off to a great start. He shares that his team has great communication with each other they have implemented efficient systems to help with their daily work. A main focus of their team is how they engage with their community and teachers. They focus on having a shared vision of the school and what they want it to be. Mr. Clark also shares that they offer a good range of student clubs and athletic programs. Mr. Clark continues to share a challenge/concern that him and his team have and will continue to face. The challenge is to keep the student population diverse. They had great success last year. However, they are hitting the ground running this year to keep it moving forward.

Mr. Clark introduces Jackie Blizzard. Ms. Blizzard is a Computer Science teacher at Conservatory Green Middle School.

Ms. Blizzard begins by giving a brief background of herself. She continues by presenting a visual overview of the computer science programs the students are currently learning and programs they will learn in the future as they continue on to 7th and 8th grade.

Consent Agenda

Motion: Approval of previous board meeting minutes, McConahey

Second: Halstedt

Vote: Unanimous approval

Motion: Approval of the following 2014-2015 Committee Charters: Executive Committee, Nominating and Governance Committee (with amendment to include a process for recruiting), Education Committee, Finance Committee, IT Advisory, and Audit Committee, Wilkerson

Second: Robb

Vote: Unanimous approval

Motion: Approval of adding Gloria Zamora to the DSST Board of Directors, Jacshke

Second: McGriff

Vote: Unanimous approval

Motion: Approval of November budget, Cooper

Second: Sullivan

Vote: Unanimous approval

Motion: Approval to move forward with College View High School, Robb

Second: McGriff

Vote: Unanimous approval

Discussion

Mr. Halstedt states that the agenda has changed to allow for deeper discussions on various topics as well as more discussed with the School Directors.

Common Core

Mr. Kurtz introduces Susan Barrett. Ms. Barrett is the Manager of Curriculum and Assessment for Humanities at the Home Office.

Ms. Barrett presented an overview of the common core state standards and instructional shifts.

Board Effectiveness Survey Follow-up

Ms. Lamm and Mr. McConahey presented key takeaways from the board effectiveness survey. The takeaways included the following:

- Confusion on Board expectations
 - Action Steps: The Nomination and Governance Committee will update the board contract each year to include board plans and expectations.
- More education on current educational topics (example: Common Core)
 - Other topics: Understanding of the fundamental financial model of DSST and how it affects us, what it means to breakeven (are we self-sustaining), college persistence and placement, who is doing what out there and learning new models.
- We need to clarify DSST's risk management plan, succession plan, and long term plan.

Ms. Lamm and Mr. McConahey noted that the results to the survey were not significantly different than the previous two years. They also noted there was more of a balance between 4s and 5s this year compared to 3s and 5s previously. The feedback from the survey will be incorporated into board planning at the Executive Committee meeting.

Strategic Next Steps from the Retreat

Mr. Kurtz presented an overview of DSST's Vision 2022 Growth Plan and Vision 2025 Growth Plan.

Reports

Mr. Halstedt opened the discussion by asking if there were any questions regarding the home office and committee reports. The board then proceeded to have an open Q and A.

The Education Committee and IT Advisory reported that they are engaging in a joint project on data security.

Ms. Berryman thanks the board members for submitting their individual board plans. The next step is to hold board members accountable for their individual board plans.

New Business: There were great questions asked but hard to discuss in a small amount of time. As a board they must decide on how much time they want to spend on each topic (attrition, retention, etc.) and then schedule it into the agenda.

The board all agreed that they like the new agenda format better than the old one.

Motion for adjournment of Board Meeting at 5:29pm, Greenberg

Second: Robb

Vote: Unanimous approval

Respectfully Submitted,

Katie Glenn (note-taker) for Sean VanBerschot, Secretary

MINUTES

DSST Public Schools Board Meeting
January 22, 2015
DSST: Cole High School, Room 301

Meeting Called to Order: 2:35 p.m.

Board Members Present:

Dan Wilkerson
David Greenberg
Deborah McGriff (via phone)
Don Kirkpatrick
Gloria Zamora
Heather Lamm
Jackie Sullivan
Justin Jaschke
Keith Evans
Michele Cooper (via phone)
Norwood Robb
Steve Halstedt
Steve McConahey
Teresa Berryman

Parent Present: Lolly Block (Cole Campus)

Board Members Absent: Matthew Schnittman, Sean VanBerschot, Tanya Kelly-Bowry

DSST Staff Present: Bill Kurtz, Becca Bloch, Denise Queen, Katie Glenn (note taker), Scott Walker

DPS Staff Present: None

Welcome

Mr. Halstedt introduces Ms. Block. Ms. Block is the STP Chair for the Cole Campus.

Mr. Halstedt also notes that Becca Bloch is sitting in for Ben Cairns for the School Director Q & A section of the meeting.

Mr. Halstedt then introduces Gloria Zamora and gives a brief background of Ms. Zamora. Ms. Zamora is a new member of the DSST Board.

Mr. Halstedt mentions a couple changes to the agenda. The first change being the addition of an executive session at the end of the meeting and the second change is Jim Griesemer, the guest speaker, will not be arriving until 3:30pm. Mr. Halstedt states that we will continue on with the agenda until Mr. Griesmer arrives.

Mr. Halstedt continues by introducing Becca Bloch, the Dean of Students at DSST: Cole High School. Mr. Kurtz adds on to Mr. Halstedt's introduction by providing a brief background of Ms. Bloch.

School Director Q&A: Becca Bloch, Dean of Students at Cole High School. Ms. Bloch begins by thanking the board for being at their school and shares that the room they are currently sitting in is the future college placement office. Ms. Bloch continues by sharing a couple areas that the staff are proud of which included the results of their trimester finals and strong school culture. Ms. Bloch also shared a couple areas that the staff wishes to improve moving forward in the school year which included teachers bringing more joy and academic rigor to the classroom as well as finding a way for PB1 students to catch up to their peers at a faster rate. Ms. Bloch then opened the discussion up to a Q and A session for her remaining time at the meeting.

Consent Agenda

Motion: Approval of previous board meeting minutes, Robb

Second: Sullivan

Vote: Unanimous approval

Motion: Approval of January Budget, Robb

Second: Wilkerson

Vote: Unanimous approval

Discussion

Mr. Halstedt introduces Jim Griesemer and provides a brief background on Mr. Griesemer. Mr. Griesemer is the Dean Emeritus of the Daniels College of Business at the University of Denver.

Mr. Griesemer presented an overview on "Higher Education in an Era of Change".

Reports

Mr. Kurtz started the discussion by asking if there were any questions regarding the home office report. The board then proceeded to have an open Q and A.

Mr. Kurtz discussed two additional items to the home office report which were mid-year map scores (only measured in middle school) and building a stronger grass roots support system. Mr. Kurtz closed by discussing two initiatives regarding our operating plan. The initiatives discussed were interventions and leadership.

The Executive Committee reported that they are in the process of discussing if the board book should be posted on the intranet after each meeting which would allow staff to have access to it.

The Education Committee and IT Advisory reported that they are currently researching and discussing risk management and risk assessment with data security. They also shared that the Morgridge College of Education at the University of Denver has offered to host the technology deep dive this year. The topic would be the process of how we use Ed Tech for education and how these tools work at DSST. The deep dive is tentatively scheduled for April 9th at 9am.

The Finance Committee gave a brief update on the status of their committee goals for the year. They continued by noting the dashboard included in the board book. The dashboard is a helpful tool for people to understand DSST's finances. They also mentioned that these tools, such as the dashboard, are evolving and there will most likely be different versions in the future. The Finance Committee reported that we will be able to close STMC (Science and Tech Management Corporation) with the implementation of the new GPS on April 30th.

Ms. Queen reported out for the Advancement Committee. She shared that the Advancement Committee is currently discussing how to reconfigure the committee with Ms. Kelly-Bowry being unable to continue as the Advancement Committee Co-chair and Mr. Schnittman currently being out of the country. Ms. Queen continued by telling the board to mark their calendars for Slice of Pi on Friday, May 1st. She asked that they help get sponsors and to invite their contacts. She reminded the board that we will be honoring Steve and Susan Halstedt this year at the event.

The Nominating and Governance Committee asked the Board to please complete an updated Board contract by the end of the meeting. They continued by clarifying the responsibility of the School Accountability Committee. Mr. McConahey mentioned that we will continue to have guest speakers, similar to Mr. Griesemer, to discuss topics we are interested in learning about. Future topics include understanding DSST's financial model, changes occurring in the Charter School movement, new teaching/learning models, and DSST college placements and persistence. There are also three management topics to be presented which include succession planning for the senior team, risk management including student privacy, and the long range strategic plan: What's next?". The Nominating and Governance Committee are continuing to look for board candidates. They will be sending a memo on the gaps on the board (higher education, fundraising, legal, auditor, athlete). They are hoping to build a pipeline in the next several months since there will be openings after this year. Ms. Lamm added that she will have a couple candidates next week that we may need everyone to approve joining the board via email.

New Business: None

Motion to go into Executive Session at 4:50pm, Wilkerson

Second: Robb

Vote: Unanimous approval

Motion for adjournment of Board Meeting at 5:30pm, Robb

Second: Wilkerson

Vote: Unanimous approval

Respectfully Submitted,

Katie Glenn (note-taker) for Sean VanBerschot, Secretary

MINUTES

DSST Public Schools Board Meeting
March 26, 2015
DSST: Stapleton High School, Room 201

Meeting Called to Order: 2:38 p.m.

Board Members Present:

Alex Hernandez
David Greenberg
Deborah McGriff (via phone)
Don Kirkpatrick
Dwight Jones (via phone)
Gloria Zamora
Heather Lamm (via phone)
Keith Evans
Michele Cooper
Norwood Robb
Peter Fritzing
Sean VanBerschoot
Steve Halstedt
Steve McConahey
Teresa Berryman

Parent Present: None

Board Members Absent: Dan Wilkerson, Jackie Sullivan, Justin Jaschke, Matthew Schnittman, Tanya Kelly-Bowry

DSST Staff Present: Bill Kurtz, Christine Nelson, Denise Queen, Jessica Heesacker, Katie Glenn (note taker), Scott Walker

DPS Staff Present: None

Welcome

Mr. Halstedt welcomed everyone to the meeting.

Mr. Kurtz introduced Jessica Heesacker, the School Director at DSST: Stapleton Middle. Mr. Kurtz provided a brief background on Ms. Heesacker and stated that she is paving the way for developing a leader internally based on the various positions she has held at DSST (teacher, DCI, ASD, School Director). Mr. Kurtz complimented her for doing a great job managing the DSST: Stapleton Middle School team.

School Director Q&A: Jessica Heesacker, School Director at DSST: Stapleton Middle School. Ms. Heesacker began by thanking the board for having her at the meeting and continued by providing a brief reflection of the school year to date. Ms. Heesacker began her reflection by providing the school's strengths. The first strength was their team's strong emphasis on diversity which included having strong visual culture, rich staff discussions, and the theme Ubuntu, "I am because we are". Ms. Heesacker stated they still have room to grow in this area but are making strides. Another area of strength is the instructional support that their teachers receive throughout the year. Ms. Heesacker stated that instructional support was a big push for their leadership team and on their last survey they received fours across the board. Ms. Heesacker continued by sharing a couple areas that they are working on with the first being work-life alignment. She stated that the leadership team constantly asks themselves how they are giving their teachers time to plan and what they can do to not add to their already full plates. Another area their team is currently working on is figuring out the best way for all students to reach their potential specifically the students in the Autism Center. She stated although the Autism Center currently exists it is still new territory and a learning process. Ms. Heesacker closed by opening the discussion up to a Q and A session for her remaining time at the meeting. Mr. Kurtz concluded the session by commending Ms. Heesacker on her hard work.

Mr. Halstedt reintroduced Gloria Zamora to the board. Ms. Zamora joined the DSST Board in November. Mr. Kurtz introduced and provided brief backgrounds on Dwight Jones, Alex Hernandez, and Peter Fritzing (not present). Mr. Jones, Mr. Hernandez, and Mr. Fritzing are the newest members of the DSST Board of Directors. Mr. Kurtz added that we are very lucky to have Mr. Jones, Mr. Hernandez, and Mr. Fritzing on our board. Mr. Kurtz continued by stating that he had briefly met with Terrance Carrol earlier in the day and he is considering a seat on our board.

Mr. McConahey concluded the discussion by thanking Mr. Jaschke, Ms. Lamm, and Mr. Wilkerson for coordinating the board orientation earlier in the month.

Consent Agenda

Motion: Approval of previous board meeting minutes, Robb

Second: Cooper

Vote: Unanimous approval

Motion: Approval of transferring 401k plan from STMC to DSST, Berryman

Second: McConahey

Vote: Unanimous approval

Motion: Approval of Peter Fritzing as the new Audit Committee Chair, Robb

Second: Cooper

Vote: Unanimous approval

Discussion

Mr. Halstedt stated that they have been informed by counsel to discuss risk management in an executive session so agenda item III will be moved to the executive session.

Reports

Mr. Kurtz began by sharing four quick highlights. The highlights included the 100% college acceptance, project GPS, hiring, and our strategic priorities.

Mr. Kurtz shared that we have 100% college acceptance at both Stapleton High School and Green Valley Ranch High School which included a couple acceptances into Yale and Stanford. Mr. Kurtz continued by sharing that Project GPS is ahead of schedule and DSST will change over to the new system on April 6th. The next highlight Mr. Kurtz shared was on leadership hiring. Mr. Kurtz stated that leadership hiring has been exceptional this year and as of today every leadership team is full for next year. He continued by stating that teacher hiring is very competitive but we are getting better with it and currently have 45% of new teachers hired for next year. The last highlight that Mr. Kurtz shared was the hard work the team is putting into our strategic priorities. He stated the importance of getting these priorities right for the rest of our team.

Mr. Kurtz closed by opening up the discussion to a Q and A.

Mr. Halstedt gave an update on the current status of the Executive Committee's goals for the year. After the update, Mr. Halstedt stated that the Executive Committee wants to build out the succession plan and assign advisory council members to each chair as part of that process.

Mr. Kirkpatrick and Ms. Cooper reminded the board of the upcoming IT Deep Dive on April 9th from 9:00-11:00am at the Morgridge College of Education at the University of Denver. They stated that they have not received many responses from board members and encouraged board members to attend. They concluded their report by sharing a brief overview of the upcoming IT Deep Dive.

Mr. Greenberg shared that the board's time commitment to School Accountability Committees has changed from having both board representatives attend each meeting to only having one board representative attend each meeting.

Ms. Berryman pointed out the financial statements and dashboard included in the board book. She stated that nothing has changed from the last board meeting. She continued by sharing that the first payroll in the new system will be April 30th. She concluded by stating that there will be a finance deep dive at the board meeting in May.

Mr. Robb shared that the next Audit Committee meeting is on April 24th at 9:30am and anyone is welcome to attend.

Ms. Queen shared that several grants have come in recently which included grants from the Harvey Family Foundation, Barton Family Foundation, Kent Thiry and Denise O'leary, and the Walton Family Foundation. Ms. Queen continued by stating that her team is currently very focused on Slice of Pi (May 1st) and hitting their one million dollar goal. She concluded the Advancement Committee's report by asking the board to please let her know if they know of anyone that would be interested in sponsoring Slice of Pi this year.

Mr. McConahey and Ms. Lamm reported that the board has gained four terrific members and the Nominating and Governance Committee is currently working on building a strong bench with a focus on diversity and resource development. They also shared that the committee is taking input from the board survey, specifically regarding deep dive topics, and including a discussion about each at the board meetings. They concluded their report by asking the board to submit names of potential board candidates and they will set up a meeting with those individuals promptly.

New Business: None

Mr. Halstedt stated, "I would entertain to go into Executive Session as permitted under the Colorado Revised Status section 24-6-402 (4) to the purpose of:

- Pursuant to subsection (e) Determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators; specifically the timing and location of additional schools and campuses.
- Risk Management

Motion to go into Executive Session at 4:35pm, Greenberg

Second: Robb

Vote: Unanimous approval

Motion to end Executive Session at 5:15pm, Greenberg

Second: Robb

Vote: Unanimous approval

Motion for adjournment of Board Meeting at 5:15pm, Greenberg

Second: Robb

Vote: Unanimous approval

Respectfully Submitted,

Katie Glenn (note-taker) for Sean VanBerschot, Secretary