

South Kern Cemetery District

15543 South Vineland Road

Bakersfield, CA 93307

(661) 845-2540

AGENDA BOARD OF TRUSTEES MEETING OF THE SOUTH KERN CEMETERY DISTRICT ARVIN LIBRARY BOARD ROOM 200 CAMPUS DRIVE, ARVIN, CA TUESDAY OCTOBER 18, 2016 AT 5:30 PM

- 1. Call To Order:
- 2. Pledge of Allegiance:
- 3. Roll Call:
- 4. Public Comments and Communication: This portion of the meeting is reserved for members of the public desiring to address the Board on any matter not on the agenda and over which the Board has jurisdiction. The Board will receive comments but will not respond or take any action. Any matter may be referred to staff for further review or disposition. The person addressing the Board is asked to state their name and address for the record. Each member addressing the public should limit their comments to two minutes in duration.
- **5.** Consent Calendar: These items are routine and non-controversial. These items are approved in one motion unless a Board member or member of the public removes a particular item.
 - a. Approval of the Bill Paying List for September 2016: \$12,703.23
 - b. Approval and acceptance of minutes: September 20, 2016 Regular Meeting
 - c. YTD budget report
 - d. Investment, banking, and tax accounts report
 - e. Accounts Receivable Aging Report
 - f. Burial activity report
 - g. Resolution 1001 approving endowment and pre-need transfers
 - h. Acknowledge receipt of all correspondence

Board Business

- 6. None
- 7. District Manager Report:
 - a. CAPC Training Report
 - b. SB-1179 Signed by the Governor (Succession of Interment Rights)
 - c. Next CAPC Conference Feb 23-25 in Oxnard

- 8. Board Member Comments:
- 9. Closed Session:

10. Adjournment:

Next regular scheduled meeting will be at 5:30PM on November 15, 2016 at the Arvin Library.

This is to certify that this agenda was posted at The South Kern Cemetery District Office, 15543 South Vineland Road Bakersfield, CA on October 14, 2016.

Danny R. Brown District Manager

The South Kern Cemetery District does not discriminate on the basis of disability in the access to, provision of or employment in its programs and activities pursuant to 29 United States Code Section 12132 and California Civil Code Section 54. Information regarding the rights provided under the Americans with Disabilities Act (ADA) may be obtained from the District Office. If you need special assistance to participate in any meeting, please contact the District Office at (661) 845-2540 to make reasonable arrangements to ensure accessibility to this meeting.

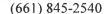
11:56 AM

South Kern Cemetery District

15543 South Vineland Road Bakersfield, CA 93307

Bills Transaction 9/1/2016

Check #		Am	ount Applied
3298	Abel Sanchez	\$	216.48
3299	David Sanchez	\$	75.00
3300	Michael Reyes	\$	75.00
3301	Floyds General Store	\$	92.28
3302	Reed Print, Inc	\$	56.00
3303	Lamont General Store	\$	40.35
3304	Kirk & Simas	\$	215.00
3305	Kern River Power Equipment Inc.	\$	1,333.22
3326	Lamont Sanitation	\$	176.68
3307	United Health Care	\$	696.64
3308	Blackburn Oil	\$	113.74
3309	Tyack's Tires Inc	\$	179.70
3310	PA Security and Video	\$	30.00
3311	Mission Linen Supply	\$	127.40
3312	Office Depot	\$	70.26
3313	Kaiser Permanente	\$	2,408.1
3314	The Mountain Enterprise	\$	108.0
3315	Ready Fresh By Nestle	\$	128.3
3316	Applied Technology Group Inc.	\$	79.00
3317	PG&E	\$	1,147.3
3318	AT&T	\$	190.5
3319	Bank of America Business Card	\$	79.4
3320	Golden State Risk Management	\$	4,777.83
3321	Lowell Edward Chalk Jr.	\$	50.0
3322	Chandra Mead	\$	86.7
3323	Manuel Pantoja	\$	50.0
3324	Linda Leary	\$	50.0
3325	Farrell Neeley	\$	50.0
Total			\$12,703.2





MINUTES BOARD OF TRUSTEES MEETING OF THE SOUTH KERN CEMETERY DISTRICT ARVIN LIBRARY BOARD ROOM 200 CAMPUS DRIVE, ARVIN, CA TUESDAY SEPTEMBER 20, 2016 AT 5:30 PM

- 1. Call To Order: Chairman Neeley called the meeting to order at 5:30 PM
- 2. Pledge of Allegiance: Chairman Neeley led the Pledge of Allegiance
- Roll Call: Chairman Neeley, Vice-Chairman Mead, Trustees Leary, Pantoja, and Chalk. All present.
- 4. Public Comments and Communication: This portion of the meeting is reserved for members of the public desiring to address the Board on any matter not on the agenda and over which the Board has jurisdiction. The Board will receive comments but will not respond or take any action. Any matter may be referred to staff for further review or disposition. The person addressing the Board is asked to state their name and address for the record. Each member addressing the public should limit their comments to two minutes in duration.

None

- **5.** Consent Calendar: These items are routine and non-controversial. These items are approved in one motion unless a Board member or member of the public removes a particular item.
 - a. Approval of the Bill Paying List for August 2016: \$5,904.93
 - b. Approval and acceptance of minutes: August 16, 2016 Regular Meeting
 - c. YTD budget report
 - d. Investment, banking, and tax accounts report
 - e. Accounts Receivable Aging Report
 - f. Burial activity report
 - g. Resolution 0901 approving endowment and pre-need transfers
 - h. Updated CIP Plan
 - i. Acknowledge receipt of all correspondence

Vice-Chair Mead made a motion to approve the consent calendar. Trustee Chalk seconded the motion. Item is passed 5-0-0.

Board Business

6. None

- 7. Recess to Closed Session: At 5:35 PM. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(2)(e)(1)) Number of cases: One (1) Significant exposure to litigation in the opinion of the District and on the advice of legal counsel, based on: Facts and circumstances that might result in litigation against the District, the District believes are not yet known to a potential plaintiff or plaintiffs, which facts and circumstances need not be disclosed.
- 8. Reconvene in Open Session: At 5:54 PM
- 9. Report from Closed Session: A roll call vote for items presented in closed session resulted in the following votes:
 - 1. Moratorium placed an all benches for the South Kern Cemetery District for a period of two years.

Chairman Neeley-Aye; Vice-Chair Mead-Aye; Trustee Leary-Aye; Trustee Pantoja-Aye; and Trustee Chalk-Aye. Item is passed 5-0-0.

2. Refund setting fees collected for two (2) proposed benches to the customers.

Chairman Neeley-Aye; Vice-Chair Mead-Aye; Trustee Leary-Aye; Trustee Pantoja-Aye; and Trustee Chalk-Aye. Item is passed 5-0-0.

3. Allow a previously fully paid for bench to be placed at its designated location.

Due to a conflict of interest, Chairman Neeley disclosed that he had purchased the bench at issue, he recused himself and left the meeting room. Vice-Chair Mead presided over the item. Neeley had recused himself in both the closed session and the open session during discussion of this item.

Chairman Neeley-Recused; Vice-Chair Mead-Aye; Trustee Leary-Aye; Trustee Pantoja-Aye; and Trustee Chalk-Aye. Item is passed 4-0-1 (Neeley recused).

Direction for a written response was given to counsel.

10. District Manager Report:

- a. Marketing advertisements placed
- b. Staff training in October
- c. Cemetery Mosquito and Vector Control Update
- d. LAFCO seat for special districts available

11. Board Member Comments:

Trustee Leary asked about the weeding of headstones and scheduling as well as items related to workload of employees when the heat plan is activated.

12. Adjournment:

Trustee Leary made a motion to adjourn. The motion was seconded by Trustee Chalk.

Meeting adjourned at 6:37 PM

Respectfully Submitted,

Danny R. Brown District Manager

South Kern Cemetary District Profit Loss by Month July 2016 through June 2017

Income Pre-Need to At-Need	640.00	3,099.13	5,338.26	\$ 9,077.39
At Need Sales				
Services Charge				•
Burial Rights	1,310.00	2,620.00	5,895.00	\$ 9,825.00
Open/Close	2,475.00	2,450.00	4,455.00	\$ 9,380,00
Handling Realionals	1.050.00	1,680.00	1,890,00	\$ 4.620.00
Equipment Services	1,575.00	1,575.00	2,835.00	\$ 5,985,00
Liner	2,275.00	2,880.00	4,095.00	\$ 9,250.00
Endowment Fund	1,080.00	1,440.00	3,240.00	\$ 5,760.00
Columbarium Niche			200 00	
ut of District			900.00	
At Need Sales - Other				
ales	\$ 11,805.00 \$	17,424 05 5	\$ 30 500,20 \$	2 . 1 . 2 . 3 . 3 . 3 . 3 . 5 . 50,707.39 \$ 228,000.00
ord Need Street				
Contract Charges	40.00	40.00	40.00	\$ 120,000
melilorial Setting Fee	1 080 00	380 00	\$720.00	
Burlal Rights	1.965.00	1.310.00	2,620,00	\$ 5,895,00
				The second secon
Niche Plaque Etching				-
Niche O/C Doc				
Total Niche Sales				500 1
Interest on Investment Account		40	0.06	
Interest On County Accounts		0.18	0.00	
Property Tax Income	538.75	127.66		\$ 666.41
Legacy Sales	538.75	127.85	0.05	000 000 000 0.00 0.00 0.00 \$. \$. \$ 686.68 \$ 120.000.00
	\$ 15,428.75 \$	19,261.98	15,428.75 \$ 19,261.98 \$ 33,948.31 \$	\$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ 68
Personnel Operations				
District Manager	6,106.00	4,884.00	4,884.80	15,875.60
Administrative Assistant	3,883.00	3,126.40	3,126.40	\$ 10,135.00
Grounds Crew i	3,489.00	2,806.40	2,806.40	\$ 9,101.80
Grounds Crew III	3,221.00	2,614.40	2,614.40	\$ 5,449.80
Grounds Crew III	1,582.00	7,140.83	200.00	\$ 3,860.20
Insurance-Health	2.408.00	2,408.00	2.408.17	\$ 7.224.17
Insurance-Dental	620.64	620.54	584.72	\$ 1,825.90
nsurance-Vision	111.92	147.74	111.92	\$ 371.58
Insurance-Flex Elect	300.00	300.00	300.00	\$ 900.00
160				•
SUISIICE-LIIE			600.00	\$ 600.00
Board Per Diem			600.00	\$ 600.00
Insurance-Line Board Per Diem Employee Per Diem	2,160.63	3,743.18	1,310.47	\$ 7,214.28
Board Per Diem Employee Per Diem CalPERS	242.53		127.40	\$ 369.93
Insurance-Life Board Per Diem Employee Per Diem CalPERS Uniforms	75 00	7 0	75 85	
Insurance-Life Board Per Diem Employee Per Diem CalPERS Uniforms Safety Equipment	75.00	75.00	/5.00	\$ 225.00
Insurance-Life Board Per Diem Employee Per Diem CalPERS Uniforms Safety Equipment Celiular Allowance	200.00	480 72	200.00	\$ 600,000
Insurative-Life Board Per Diem Employee Per Diem CalPERS Uniforms Safety Equipment Celiular Allowance Vehicle Allowance	C.1 309.		BA 21.24	62468
Insurance-Life Board Per Diem Employee Per Diem CalPERS Uniforms Safety Equipment Cellular Allowance Vehicle Allowance Travel & Training-Trustees		444.00	BIG CUB	Anticon the contract of the co
m Trustees Employees	-025.00 £ 24,011.44 \$	No.	\$22,613.97 \$	\$. 5 . 5 . 5 . 5 . 5 . 5 . 5 . 70,017.42 \$ 275,850.00

South Kern Cemetery District Profit Lose by Month July 2016 through June 2017

4 00,000.07	Total Internation	* * * * * * * * * * * * * * * * * * *			\$33,948.31	\$ 19.261.98	15,428.76	TOTAL INCOME
& AR A39 A4	Total Income YTD			-	market and other parties and the same of	Contraction of the Personal Property lies	the succession of the succession of the succession of	The section of the section is a section of the sect
\$ 96,881.46	Total Expense YTD	5 . 5 . 5 . 5.		S . S	\$ 32,865.90	\$ 26,822.12	\$ 37, 193 44	TOTAL EXPENSE
20.77%	\$ 96,881.46 \$ 466,500.00	\$. \$. \$. \$. \$.	. \$. \$.	\$. \$	\$ 32,865.90	\$ 26,822.12	\$ 37,193.44	Expenses Total
5000	E 2 40,000,00	1 . 1 . 1 . 1 . 1		in the				ubtotal
								Vehiclos
	,							Equipment
								Buildings
	•							Grounds/Irrigation
						-		Capital Outley
3: Did 5.2	\$ 4,755.41 \$ 19,940.00			2	2 112191	A (aprau	S 2290,00	Julius Subtotal
	NE 603 S				176 00	376-80	177.00	Sanitation Sarvica
								Returned Lots
	\$ 2/4./3				128.34	17.39	129.00	Drinking Water
	* Z37.00					78,00	00.87	Uternet Service
	* 227.00					30.00	30.00	Haill Selvices
	8 9000					20.00	30.00	T G G C C C C C C C C C C C C C C C C C
	\$ 3.062.78					070 40	043 00	
	\$ 571.54				190.69	191.95	189.00	AIST
1						-		
2000.03	\$ 15,531,86 \$ 70,050,00	AT . AT . M. M.	NE I		# E354.41	\$ 1366.25	\$ 337100	
	\$ 302.36				124.16	124.16	134.00	Payroll Processing Fee
	\$ 226.00						226.00	Memorial Day Services
								nsurance-Unemployment
	\$ 2,418.50				2,418.50			Insurance-Workers Comp
								Insurance-Property Liability
	\$ 3,711.36				1.142.55	1.142.81	1.426.00	Payroll Tax-SSI/FICA
						/9.01		Credit Card Frocessing Fee
	180 94				81 13	70.84		andi Card Dracassing Esp
	9 0 80					0.80		Bank Foo
	\$ 220.00				_	56.00		Marketing/Ads
	\$ 204.47					109.99	15.00	Software/Computers
	\$ 1,556.00				215.00		1,341.00	Professional Services-Legal
	•							Professional Services-Audit
	\$ 23.00						23.00	County of Kern Admin Fees
	•							Memberships
	\$ 234.81				70.25	52.66	112.00	Office Supplies
	\$ 94.00						94.00	Postage
								Administration
01.00%	\$ 40.505.07 \$ 43.800.00	M . M . A . 1. 1.			\$ 1 p45.55	5 温度和	\$ 8,264,000	Subtotal
								Narker Equipment, Repair
	\$ 587.52					83.52	504.00	Maintenance and Grounds
	\$ 102.00						102.00	Insecticides and Herbicides
	\$ 756.00						756.00	Vase
	\$ 6,617.00						6,617.00	Liners
	•							Headstone Base
	\$ 1,904.82				1,512.92	291.90	100.00	Equipment Repairs and Maintenance
	\$ 92.28				92.28			Equipment Rental
	\$ 74.81				40.35	34.48		Small Tool Replacement
	\$ 71.00						71.00	Cleaning/Paper Supplies Large Tool Replacement
	·							

\$ 332,068.16 \$494,822.55 \$489,510.93 \$ 492,845.06 \$ 499,888.66 \$ 164,558.81 \$	757,534.87	709,536.30 \$	737,382.28 \$	\$ 743,738.94 \$	777,490.85 \$ 760,941.90 \$ 743,738.94	777,490.85	40	755,348.89	765,651.27 \$	40	780,712.94	780,785.29 \$	40	755,083.89	773,004.00 \$	40		Total All Cash Accounts	Total
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\$ 331,351.44 \$ 331,057.17 \$ 331,706.24 \$ 331,877.13 \$ 332,068.16 \$ 494,822.55 \$ 469,510.93 \$ 492,845.06 \$ 499,898.66 \$ \$ (294.27) \$ 649.07 \$ 170.89 \$ 191.03 \$ (1,804.42) \$ (5,311.62) \$ 3,334.13 \$ (77.86) \$ (876.06) \$ \$ 331,007.17 \$ 331,706.24 \$ 331,677.13 \$ 332,068.16 \$ 494,822.65 \$ 492,845.06 \$ 499,898.66 \$ 499,898.65 \$ 49,928.15 \$ 49,928.15 \$ 49,929.00 \$ 14,492.09 \$ 15,470.50 \$ 1,640.03 \$ 35,130.84 \$ 16,658.04 \$ 49,926.51 \$ 49,927.36 \$ 49,928.15 \$ 49,929.82 \$ 24,903.98 \$ 24,903.79 \$ 12,931.01 \$ 2,931.20 \$ \$ 103,941.36 \$ 86,066.78 \$ 72,979.28 \$ 64,421.91 \$ 40,400.88 \$ 26,543.62 \$ 48,061.85 \$ 19,589.24 \$	84,796.81		77,473.01 \$		99,176.14		69	150,867.15	148,273.06 \$	69	145,631.04	143,453.50 \$	69	98,623.51	95,441.08 \$	69	42000	Tax Account Funds	Tax A
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\$ 331,351.44 \$ 331,057.17 \$ 331,706.24 \$ 331,877.13 \$ 332,068.16 \$494,822.55 \$489,510.93 \$ 492,845.06 \$ 499,898.66 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	24,536.50		35,130.84 \$	1,640.03	15,470.50		69	23,050.20	36,138.63 \$	69	54,014.00	57,204.56 \$	69	76,049.53	95,979.69 \$	69	2687	Checking Account	Check
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\$ 331,351.44 \$ 331,057.17 \$ 331,706.24 \$ 331,877.13 \$ 332,068.16 \$ 494,822.55 \$ 489,510.93 \$ 492,845.06 \$ 499,898.66 \$ 5 7,131.46 \$ 879.57 \$	932.83	1	(77.86) \$		(5,311.62)		69	191.03	170.89 \$	69	649.07	(294.27) \$	\$	(1,901.04	(1,422.58) \$	69		Change in Value	Chang
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	499,902.17					332,068.16	69	331,8	331,706.24 \$	69		331,351.44 \$	69	332,544.84	333,175.12 \$	69		Opening Valuation	Open
The second secon																		nvestment Account 2015-16	Investm 2015-16
11/2015 12/2016 1/2016 2/2016 3/2016 4/2016 5/2016 6/2016 7/2016 8/2016 9/2015	SL07/6	8/2016	7/2016	6/2016	5/2016	4/2016	ľ	3/201	2/2016		1/2016	12/2015	1	11/201	10/2015				

South Kern Cemetery District

15543 South Vineland Road Bakersfield, CA 93307

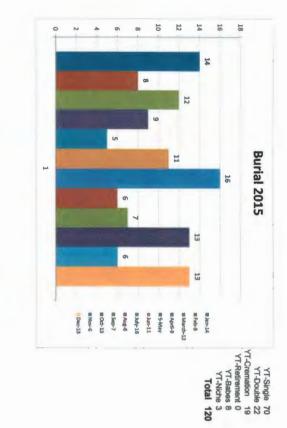
Aged Receivables [Summary]

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Name Maricarmen Arroyo	**Total Due	0 - 90	91 - 180	181 - 360	360+
Maricarmen Arroyo	\$700.00				
	Ψ100.00	\$0.00	\$0.00	\$700.00	\$0.00
Olivas Benigno	\$325.00	\$325.00	\$0.00	\$0.00	\$0.00
Byron David Fleming	\$53.75	\$0.00	\$0.00	\$0.00	\$53.75
Carlos Alejandro Larios	\$820.00	\$0.00	\$0.00	\$0.00	\$820.00
Maria Del Rosario Castro	\$507.50	\$0.00	\$507.50	\$0.00	\$0.00
Araceli Cervantes Ochoa	\$811.25	\$811.25	\$0.00	\$0.00	\$0.00
Cesar & Norma Moreno	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00
Calvin R. and Maylen Clab	\$666.68	\$0.00	\$666.68	\$0.00	\$0.00
Dora Perez	\$1,312.96	\$0.00	\$0.00	\$0.00	\$1,312.96
Eliseo Raya Reyes	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00
Elizabeth Salinas	\$120.83	\$0.00	\$0.00	\$0.00	\$120.83
Epifania De La Rosa	\$217.50	\$0.00	\$0.00	\$217.50	\$0.00
Esmeralda Moreno	\$300.50	\$0.00	\$0.00	\$300.50	\$0.00
Cesar Flores	\$525.00	\$525.00	\$0.00	\$0.00	\$0.00
Celinda Garcia	\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00
Guadalupe Gomez	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00
Guadalupe Navarro	\$1,479.50	\$0.00	\$0.00	\$0.00	\$1,479.50
Herminia Gomez	\$540.00	\$0.00	\$0.00	\$0.00	\$540.00
Inez Hernandez Lopez	\$160.00	\$0.00	\$0.00	\$160.00	\$0.00
Hoffer Hoffer	\$30.00	\$30.00	\$0.00	\$0.00	\$0.00
Amparo Juarez	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00
Juana E. Lopez Hernandez	\$733.34	\$0.00	\$733.34	\$0.00	\$0.00
Margarita G. Hernandez	\$1,680.00	\$0.00	\$0.00	\$0.00	\$1,680.00
Maria Carrera	\$260.00	\$0.00	\$0.00	\$260.00	\$0.00
Miguel Morales	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00
Enrique Moreno	\$525.00	\$525.00	\$0.00	\$0.00	\$0.00
Harold & Patsy Newton	\$666.68	\$0.00	\$666.68	\$0.00	\$0.00
Juan C. Parra	\$340.00	\$0.00	\$340.00	\$0.00	\$0.00
Patricia Amador	\$882.36	\$0.00	\$0.00	\$0.00	\$882.36
Maria Penaloza	\$1,127.50	\$0.00	\$0.00	\$1,127.50	\$0.00
Margarita Perez	\$680.00	\$0.00	\$0.00	\$680.00	\$0.00
Ricardo & Margarita Perez	\$515.00	\$0.00	\$0.00	\$515.00	\$0.00
Oscar Rendon	\$210.00	\$0.00	\$0.00	\$210.00	\$0.00
Antonio & Anita Rivera	\$860.08	\$0.00	\$0.00	\$860.08	\$0.00
Agustina Rodriguez	\$82.00	\$0.00	\$0.00	\$82.00	\$0.00
Sauseda Conrado Rodrigu	\$1,404.68	\$0.00	\$0.00	\$0.00	\$1,404.68
Juana Segoviano	\$475.00	\$475.00	\$0.00	\$0.00	\$0.00
Susana Gonzalez	\$708.34	\$0.00	\$0.00	\$0.00	\$708.34
Total:	\$24,220.45	\$4,441.25	\$4,614.20	\$5,612.58	\$9,552.42
Aging Percent:		18.3%	19.1%	23.2%	39.49

South Kern Cemetery District Arvin



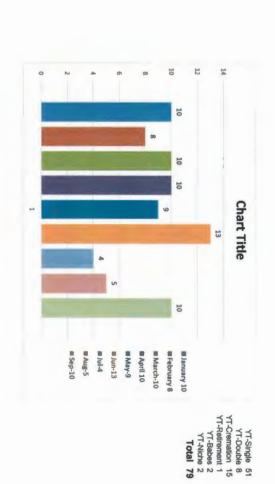
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RESOLUTION No. 2016-1001

A RESOLUTION OF THE SOUTH KERN CEMETERY DISTRICT AUTHORIZING THE TRANSFER OF ENDOWMWNT AND PRE-NEEDS FUNDS

-000-

WHEREAS, the South Kern Cemetery District is the sole governing authority responsible for the oversight of cemetery operations and district assets, and;

WHEREAS, it is necessary for the Board of Trustees to provide for the allocation and accounting of district funds, and;

WHEREAS, it is necessary for the Board of Trustees to assure an accounting of separated endowment and pre-need funds without comingling, and;

WHEREAS, the Board of Trustees has directed the District Manager to carry out monetary transfers thereunto pertaining, and;

WHEREAS, it is necessary to assure compliance with existing district financial policies and sound business practices, and;

WHEREAS, it is necessary to execute the carrying out for the continued services for the public and to act within the proper legal authority, and;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees for the South Kern Cemetery District do hereby authorize the below identified funds up to and including September 30, 2016.

BE IT FURTHER RESOLVED that funds transfers are ordered to be completed and prepared for signature authorizing the transfer of identified funds.

July 1, 2016 to September 30, 2016 At-Need Endowment July 1, 2016 to September 30, 2016 Pre-Need Endowment Total Endowment Transfer	\$ 5,760.00 \$ 2,160.00 \$ 7,920.00
Current Fiscal Year Pre-Need received <u>Current Fiscal Year Pre-Need to At-Need transfers</u> Total Pre-Need 42005 to At-Need Bank of America	\$ 5,895.00 \$ 9,077.39 \$ 3,182.39

PASSED AND ADOPTED by the Board of Trustees for the South Kern Cemetery District on this 18th Day of September, 2016 by the following vote:

AYES: NOES: ABSTAIN: ABSENT:

Dr.	Farrell	F.	Neeley,	PhD.
Cha	irman o	f tł	ne Board	of Trustees

ATTEST:

Danny R. Brown
Secretary of the Board of Trustees