REGULAR MEETING OF THE COUNCIL OF TRUSTEES
PHILIPS 3rd FLOOR BOARD ROOM
PHILIPS MEMORIAL BUILDING
January 31, 2013
5:15 PM

The regular meeting of the Council of Trustees of West Chester University of Pennsylvania was held on January 31, 2013, in the Philips Memorial Building, West Chester, PA.

AGENDA ITEM I – CALL TO ORDER:

Vice Chair Matlawski called the meeting to order. Vice Chair Matlawski led the Pledge of Allegiance. Council members present were: Members Costello, Dozor, Franklin, Lewis, Matlawski, Moskowitz, Silberman and Tomlinson. Absent but accounted for were Chairperson Fillippo and Member Jon Ireland.

AGENDA ITEM II – APPROVAL OF MINUTES OF THE PREVIOUS MEETING AS DISTRIBUTED TO THE COUNCIL OF TRUSTEES:

MOTION (MOSKOWITZ/COSTELLO):

APPROVAL OF MINUTES OF THE NOVEMBER 8, 2012 MEETING AS PRESENTED.

MOTION UNANIMOUSLY APPROVED.
AGENDA ITEM III – PUBLIC COMMENT: LIMIT OF TEN (10) MINUTES:

No one in the audience came forward for public comment, but Vice Chair Matlawski reported that the Council of Trustees received a letter from Dr. Lisa Millhous, President of the local APSCUF union, which was made available to each member, and he asked that the Council members read the letter when appropriate.

AGENDA ITEM IV – REPORT OF THE COUNCIL CHAIRPERSON:

Vice Chair Matlawski welcomed Member Chris Franklin to the Council of Trustees who was appointed to the West Chester University Council of Trustees by Governor Corbett and approved by the Senate. He shared that the Council looks forward to serving with him.

Vice Chair Matlawski then welcomed Dr. Linda Lamwers, Provost and Vice President for Academic Affairs, to the table. She was representing President Weisenstein since he could not attend due to his recuperation from open heart surgery which took place at the Chester County Hospital on January 4, 2013. He added that the President is doing very well and making an excellent recovery, but in order to make sure that it stays that way, he is staying close to home to avoid contracting any germs. He mentioned that he was sure that part of his excellent recovery was due to his wonderful nurse, Sandra. He asked that members continue to keep them both in their thoughts and prayers, and the Council looks forward to his return for the March formal meeting.
Vice Chair Matlawski called on Dr. Lamwers to give the President’s Report on President Weisenstein’s behalf.

**AGENDA ITEM V – REPORT OF THE UNIVERSITY PRESIDENT:**

Dr. Lamwers gave the following report:

Before I begin the formal report, I would like to point out the pins that are in front of you are from the Martin Luther King, Jr. Day celebration today. This was a wonderful event recognizing two alumni as “Drum Major for Justice” award recipients with about 250 people attending the brunch, which was the largest number of people that have ever attended that event. There were many other good activities: The WCU Gospel Choir sang, Service Learning Projects in which blankets were made for children in local hospitals, and other similar things. Another great activity is the Soul Food Dinner tonight which we will miss, but it is always well attended.

West Chester University has again been named to Kiplinger’s *Personal Finance*’s list of 100 best values in public colleges for 2012-13. This is the sixth consecutive year WCU has been included in the ranking, which recognizes four-year schools that combine outstanding education with economic value.

*Kiplinger*’s assesses quality according to a number of measurable standards, including the admission rate, the percentage of students who return for sophomore year, the student-faculty ratio and the four-year graduation rate. Cost criteria include low sticker prices, strong financial aid and low average debt at graduation.
In addition to the Kiplinger’s recognition, WCU rose 14 spots in the latest *US News & World Report* rankings. Listed at #70 among northern regional universities, West Chester is now the highest rated State System university in the US News ranking.

Update regarding the WCU’s new Strategic Plan - During fall, Cabinet members led theme teams in developing draft outcome measures and action steps necessary for implementing the new Strategic Plan. Draft documents were placed on the WCU website and comments from the campus community were solicited. The new Strategic Plan is expected to be completed by the end of this spring semester.

On December 11, representatives from Moody’s Rating Agency came to WCU to hear presentations from WCU and University Student Housing officials and to discuss rating the bonds for University Student Housing’s newest housing project (Commonwealth Hall). The meeting was successful and we anticipate learning the results in the next few weeks.

Working with the Office of Admission, AdminStrating Computing has created an e-mail process to improve the speed of communication with applicants about their missing information.

The Student Leadership & Involvement Office has enrolled 26 individuals for the Student Affairs/International Programs Cultural Immersion trip to Rome and Florence, Italy during spring break 2013.
At the end of the fall season, the West Chester University Golden Rams were ranked tenth (10th) nationally in the Learfield Sports Directors’ Cup for all Division II NCAA Athletic Programs.

West Chester University hosted 2 international events during the fall semester, bringing faculty and students from around the world to our campus.

- Faculty from the Department of History and the Department of Anthropology and Sociology organized and hosted the Annual Conference of the Mid-Atlantic Region of the Association of Asian Studies in November. There were over 200 participants from 15 countries. Forty different universities attended 34 different sessions in which 125 academic papers were presented.

- The College of Visual and Performing Arts hosted the 2012 Ellsworth Smith International Trumpet Solo Competition, sponsored by the International Trumpet Build and The Columbus Foundation. The competition featured 8 finalists from various countries, with the winner receiving $10,000 and a recording contract.

Our Theatre students experienced extraordinary success at the recent Region 2 Kennedy Center American College Theatre Festival held at Towson University two weeks ago.

The Theatre department’s production of THE MOUSETRAP traveled to the Festival where it performed to a very appreciative sold out house. The
official response session included comments such as “exciting and engaging” and “thank you very much for bringing a classical play to a whole new audience.” 49 students were involved in the experience of “travelling” a production and gaining valuable insight into that aspect of the professional world of theatre.

Other highlights of the experience at the Festival include:

Winner---Irene Ryan Acting Competition (over 300 students entered)---Meg Stefanowicz

Winner---Best Scene Partner ---Ben Deane

Winner---Best Sound Design (second year in a row for this student) ---Dave Sanford

(All three of these students will be attending the National competition at the Kennedy Center in April).

I also would like to mention that our Russian graduate student in piano, Anna Kitslitsky won Third Prize in the Franz Liszt International Piano Competition in Los Angeles. First prize –Juilliard student. Second prize –Juilliard student. Third prize WEST CHESTER University student, Anna. Very impressive. She is a student of WCU professor, Dr. Igor Resnianski –named Pennsylvania Music Teacher of the year by the Pennsylvania Music Teachers Association.

At your place at the table, you will find a DIVERSITY SERIES – SPRING 2013 – WCU FOR ALL OF US brochure which calendars many events that you might like to attend. These events are brought to the campus community by the Office of Social Equity.
As previously reported at the Council of Trustees' November meeting, the Board of Governors approved a request of 424.3 million dollars for the 2013-2014 academic year, reflecting a 2.8% appropriation increase. The next phase of our advocacy for Commonwealth funding will become known once Governor Corbett makes his budget request on February 5, 2013. At that time, we will learn the amount of funding that he will propose for PASSHE. The Commonwealth Budget Office reported in December 2012, that the General Fund resources were running approximately $59 million above estimates. It is hopeful that PASSHE will receive at least a level funding budget from the Commonwealth for 2013-2014, and possibly the requested 2.8% appropriation increase.

Suggested draft advocacy letters will be shared with Council of Trustee members in February to be forwarded to state legislators and to the Governor to support the PASSHE funding request.

Approval of Purchase Orders and Contracts

Dr. Lamwers asked for approval of Purchase Orders and Contracts in excess of $5,000 executed during October and November, 2012.

MOTION (SILBERMAN/COSTELLO):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HEREBY APPROVES THE LIST OF PURCHASE ORDERS AND CONTRACTS IN EXCESS OF $5,000 EXECUTED DURING OCTOBER AND NOVEMBER, 2012 FOR THE PURCHASE OF EQUIPMENT, SERVICES, AND SUPPLIES.

MOTION UNANIMOUSLY APPROVED.
This concluded Dr. Lamwers’ reporting on behalf of President Weisenstein.

AGENDA ITEM VI – REPORT OF THE VICE PRESIDENT:

Vice Chair Matlawski invited Dr. Matt Bricketto, Vice President of Student Affairs, to come to the microphone and introduce the Student Affairs’ report.

Career Development – Integration of Technology

Dr. Bricketto introduced Ms. Becky Ross, Director of the Twardowski Career Development Center, who was invited to spend a few minutes to give a highlight of how that office and staff have integrated technology into our work with students as it is related to their career development exploration as well as the hard core job placement phase. Her report is attached as part of these minutes.

Vice Chair Matlawski thanked Dr. Bricketto, and he also thanked Ms. Becky Ross for her excellent report.

AGENDA ITEM VII – REPORTS OF EXECUTIVE COMMITTEE:

None.

AGENDA ITEM VIII – REPORTS OF STANDING COMMITTEES:
Vice Chair Matlawski called on each standing committee COT representative to give a report.

**Academic Affairs**

Member Tomlinson reported that the committee did meet and asked that the summary provided be included with the minutes. Dr. Linda Adams has accepted the position of Dean of the College of Health Sciences. She comes to West Chester University from North Carolina A&T State University where she has served as Provost and Assistant Vice Chancellor for University Outreach, Professional Development and Distance Education and a tenured professor in the School of Nursing. Prior to this, Dr. Adams served as Dean of the School of Nursing at Oakland University in Rochester, Michigan. She received her Ph.D. and MPH from the Johns Hopkins University and her MSN and BSN from Wayne State University. She comes to WCU with years of successful leadership roles in academia including Department Chair, Associate Dean and Dean. She will join the WCU Academic Affairs’ team in the summer of 2013.

There was also a very interesting presentation by Dr. Idna Corbett, Dean of Undergraduate Studies and Student Support Services and Dr. Vanessa Johnson, Professor, Department of Psychology. There was a very interesting discussion about West Chester University and the other 13 universities in the Pennsylvania State System of Higher Education who participate in the Center of Urban Education Equity Scorecard Project. The Equity Scorecard Project is a data driven, organizational learning process designed to foster institutional change through identifying and eliminating racial disparities among college
students. Consistent with West Chester University's mission to provide access to higher quality undergraduate education, the aim of the project is to identify structurally-hidden and unintended inequities leading to racially disproportions in the following: access to the university, retention, degree completion, and involvement in high impact activities, such as internship, honors and undergraduate research. Working collaboratively with campus administrators, staff, and faculty, the 11-member ES evidence team will utilize the vast range of expertise and creativity within the WCU community to promote optimal educational outcomes for all students on our campus. In a short word, it is helping to retain many of our minority students who we might lose otherwise due to not identifying some of the pressures and issues that they might have. There is excellent progress with that ongoing program and it was very educational on ways in which we could offer help to those students that we might not have recognized in the past.

Student Affairs Committee and Report on SGA and Student Related Activities

This committee met and a summary is provided as part of the minutes.

Dr. Matt Bricketto, Vice President for Student Affairs reported that while the transition of student trustees is taking place, he is pleased to give the report. He first welcomed Skye Hisiro and asked her to stand. Skye is now in the process of having her nomination move through Harrisburg to become the next student trustee. Dr. Bricketto along with Member Adam Matlawski and Student Government President, Michelle Strausbaugh, participated in the search process in late fall and selected Skye as our next student trustee and
now the process will unfold over the next few weeks. Skye looks forward to joining the Council of Trustees at the formal meeting in March and hopefully, the informal meeting in February. Skye is a junior education major, and she is very active in SGA, the Honor's Student Association, and the Golden Ram's Society. She is also an AmeriCorps Scholar which is one of WCU's volunteer service programs. She is very active in community service and student leadership, and she will do an excellent job continuing the fine work that Jessica Alicea did as a student trustee over the last two years.

The committee also heard from Michelle Strausbaugh and Michelle was in the audience as was asked to stand and be recognized. Michelle is the Student Government President and Michelle gave an update at the meeting on what is happening in SGA this semester. Right now, SGA is in the process of budgeting and distributing close to $1 million of student activities' fees. It is a complicated process and they are doing a fine job with the Finance Committee working on the budgeting process. SGA is also gearing up for the Gala for Hope program at the end of February which is a major fundraiser for Children's Hospital of Pennsylvania (CHOP), so SGA is off to a good start.

For an update on athletics, the Provost provided a good report on where we ended up in the fall semester. Things are continuing quite strong in the spring. Basketball, swimming, gymnastics are all off to a solid start and now they are entering into the heart of their season as we move into February. There are a wide array of student leadership programs that are in place this spring as was shared in the sub-committee meeting. Some of the highlights
include the leadership experience that will take place in several weeks in February, the global trip to Italy, as some weekly sessions for WCU students. There are great things going on in Student Leadership and Involvement area.

The new Student Recreation Center has been a tremendous addition to the West Chester University campus. Dr. Bricketto offered private tours to the members of the Council of Trustees who have not seen that facility yet. Students are making good use of the Center.

The Vice President shared “goodies” from Assistant Dean of Students who came to the sub-committee to talk about what the Student Health Center has been involved with to gear up for our students’ return from spring break as it relates to educational efforts and also preventative measures as related to the flu and the Norovirus that is a prevalent topic on the news these days. He asked the Council members to try to imagine 15,000 students in close proximity in the classes and in the residence halls. There have been many educational efforts for students, and Dr. Bricketto distributed individual hand sanitizers and portable thermometers that can be carried in a pocket. These were provided from the Student Health Center.

This concluded the Student Affairs report by Dr. Bricketto.

The Vice-Chair thanked Dr. Bricketto for his report, and invited Member Silberman to give the Advancement Committee report.
Advancement Committee

Member Eli Silberman reported that the committee met and asked that the summary report be included with the minutes. He introduced three resolutions from the Advancement Committee recommended for consideration and action by the Council of Trustees.

MOTION (SILBERMAN/LEWIS):

CERTIFICATION OF COMPLIANCE OF THE WEST CHESTER UNIVERSITY FOUNDATION WITH BOARD OF GOVERNORS’ POLICY ON EXTERNAL FINANCIAL SUPPORT (POLICY 1985-04).


MOTION UNANIMOUSLY APPROVED.

MOTION (SILBERMAN/COSTELLO):

CERTIFICATION OF COMPLIANCE OF THE WEST CHESTER UNIVERSITY ALUMNI ASSOCIATION WITH BOARD OF GOVERNORS’ POLICY ON EXTERNAL FINANCIAL SUPPORT (POLICY 1985-04).


MOTION UNANIMOUSLY APPROVED.
PENNSYLVANIA FIND THAT FOR THE FISCAL YEAR OF 2011-2012, THE WEST CHESTER UNIVERSITY ALUMNI ASSOCIATION IS MEETING ITS DESIRED PURPOSES AND REQUIREMENTS AND IS IN COMPLIANCE WITH THE CONDITIONS ESTABLISHED BY THE BOARD OF GOVERNORS FOR AFFILIATED ORGANIZATIONS.

MOTION UNANIMOUSLY APPROVED.

MOTION (SILBERMAN/FRANKLIN):

CERTIFICATION OF COMPLIANCE OF THE WEST CHESTER UNIVERSITY STUDENT SERVICES, INC. WITH BOARD OF GOVERNORS' POLICY ON EXTERNAL FINANCIAL SUPPORT (POLICY 1985-04).


MOTION UNANIMOUSLY APPROVED.

Member Silberman also reported on several items that were discussed during the Advancement Committee. The Presidential Scholarship Gala is set for Saturday, March 23, 2013 and the theme will be “Midnight in Monte Carlo.” The Gala’s corporate sponsors are Susquehanna Bank and ARAMARK and proceeds will support the Presidential Scholarship Endowment.

Plans for West Chester University’s next capital campaign entitled “Pride and Promise” are well underway. A draft campaign plan has been developed and a feasibility study is underway to determine if the campaign’s proposed
projects and goals are achievable. A $50 million goal is being tested based on the results of the feasibility study. The campaign plan will be finalized in February and submitted to the Council of Trustees for final approval at the March 14, 2013 meeting.

At this time, Member Dozor reported his surprise to seeing the LEARN MORE ads on major networks at good times. He said that the commercials were very well done, and he estimated that he had seen about a dozen of them. He wondered if responses were being received from the general public. Member Silberman responded that all of the commercials were on Channel 6 which is the number one station in the area. The decision was to target Channel 6 and to be at prime times as much as possible. He thanked Member Dozor for the great feedback. Member Silberman reported that Pam Sheridan, Director of Public Relations, was very instrumental in putting the LEARN MORE program together with media. He also mentioned that people from the other 13 PASSHE universities have commented on the commercials as well, and are amazed that WCU saw the need for a campaign like this. When he is in meetings with Council Members from PASSHE universities, they look upon West Chester University as being several steps above from where they are and they are surprised that WCU advertises, but this type of a product is one of the reasons that WCU is being perceived as the first-rate institution that it is. The word is getting out that WCU is not only a great value, but it is also an excellent institution of higher education.
Member Tomlinson stressed that it is not only good to have PASSHE institutions know that WCU is excellent, but that it would also be wonderful if these universities in the southeast areas felt the market, not so much competing with PASSHE but competing with St. Joe's, Ursinus, Villanova, and some of the other institutions that we compete against in this region. This WCU commercial is professionally produced and that makes a difference to the audience.

Member Silberman asked Vice President for Advancement, Mark Pavlovich, to expound on the findings of the research linked to the LEARN MORE campaign. Dr. Pavlovich stated that the original market analysis showed that people realized that WCU is a very high value, but did not realize that WCU was a high-quality proposition. Therefore, the theme of the commercials was to stress the quality measures of the institution. There is a second follow-up comprehensive market study of all of the compilations that will be completed in February that will allow the analysis of the impact of the quality measures that were part of this campaign. For now, we are receiving excellent feedback on the commercials.

Member Dozor also asked that the administration check the liability insurances that are in place for Students Services, Inc. as well as for the WCU Foundation and perhaps in other areas to investigate to see if the limits need to be increased. He also asked about what insurance extends to the Council of Trustees and members of the administration if they are parties to any of these policies. He would like to see that every precaution is taken to make sure that
the limits are appropriate and not too low. He asked that this be investigated and a response provided to the Council at a later date.

This concluded Member Silberman’s report.

**Campus Development and Facilities**

Vice Chair Matlawski reported that the committee met and he asked that the summary of information be made part of the record.

Dee Giardina and Greg Cuprak filled in the committee on many projects that are under construction as well as those under design of planning. He highlighted that they also discussed the Student Recreation Center, and echoing what Dr. Bricketto said, the facility is already replacing some of the pads on equipment since it has been so overused. The geothermal phase had taken over Sykes parking lot for drilling some 70 wells, but that lot has been put back in service at least until this spring semester is over. The architect has been changed on the Business and Public Affairs Center project. It was a New York architect and due to some issues there, that architect has been replaced with a Philadelphia-based firm although the targeted schedule of fall 2015 completion is still anticipated. The long-awaited New Street parking structure which has obviously been all through the courts, the site clearing, the erection of site fencing, the demolition are all completed. The excavation for foundations is underway and that facility should be open for use by 2013 fall semester.

Student housing initiatives include South Campus (five buildings currently under one phase or another of construction) which equates to about
269 new beds there. The settlement on the financing for Commonwealth Hall on North Campus is anticipated very soon.

The next phase of geothermal has been approved (for about $15 million) and this will cover a number of projects including the conversion of Recitation and the Old Library, approximately 4,000 more wells, etc.

Some projects have been completed during winter break which includes the Cadaver Lab which is now functional. Spring and summer projects were discussed which include renovations to Hollinger Field House, construction of new artificial turf on the soccer stadium at South Campus, and various other projects including residence hall projects in Killinger, Wayne, and South Campus Apartments.

This concluded Vice Chair Matlawski’s report.

Information Technology

Member Moskowitz reported that the committee met and she asked that the summary of information be made part of the record. She highlighted two interesting facts. The first fact is that West Chester University offers 93 courses over the year for Application Training for our faculty and staff. The second fact is that there were 40,000 devices that were accessed this week on campus which is astounding. Technology is very busy on this campus.

This concluded Member Moskowitz’ report.

Budget and Finance

Member Franklin reported that the committee did meet. He shared that results are largely what would be expected of a well-run University, well-
managed by the people who run this University. Revenues are running ahead
of schedule and expenses are better than budget. He shared a couple of
highlights:

1. One of the large contributors of the fact that revenue is ahead of
   schedule is the higher enrollment for the new winter session. That
   appears to have gone very well.

2. The expenses running better than budget is largely due to the
   budgeted expense associated with benefits and salary that are not yet
   approved by the Board of Governors as a result of the ongoing
   negotiations with the union.

One resolution was introduced from the Budget and Finance Committee
which is recommended for consideration and action by the Council of Trustees.

MOTION (TOMLINSON/COSTELLO)

BE IT RESOLVED THAT CHRISTOPHER FRANKLIN AND
CHRISTOPHER A. LEWIS ARE HEREBY INDIVIDUALLY AUTHORIZED
AND EMPOWERED ON BEHALF OF THE COUNCIL OF THE
TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA,
FORMERLY KNOWN AS WEST CHESTER STATE TEACHERS
COLLEGE AND WEST CHESTER STATE COLLEGE, TO BUY, SELL,
ASSIGN AND TRANSFER, AND TO EXECUTE ANY AND ALL
ASSIGNMENTS FOR THE TRANSFER OR SALE OF STOCKS, BONDS,
OR ANY OTHER REGISTERED SECURITY HELD BY SAID
UNIVERSITY, AND ALSO TO EXECUTE SUCH POWERS OF
ATTORNEY, PROXIES, OTHER PAPERS AS MAY BE REQUIRED IN
REFERENCE TO SECURITIES SO HELD.

MOTION UNANIMOUSLY APPROVED.
This concluded Member Franklin's report.

AGENDA ITEM IX – REPORTS OF SPECIAL COMMITTEES:

Vice Chair Matlawski called upon Member Moskowitz to report on behalf of the Presidential Review Committee.

Member Moskowitz thanked Members Matlawski and Silberman for serving on the committee. She reported that the committee completed the review with the nine constituency groups and while the contents of the report are confidential, she was pleased to say that the Council members are very proud of the way the President is moving West Chester University forward on behalf of the students. West Chester University continues to grow and excel under President Weisenstein's excellent leadership.

As a result, Member Moskowitz introduced the following resolution to the Council of Trustees for consideration and action.

MOTION (MOSKOWITZ/TOMLINSON):

BE IT RESOLVED THAT THE COUNCIL OF TRUSTEES OF WEST CHESTER UNIVERSITY OF PENNSYLVANIA HAVING CONSULTED WITH THE:

- FACULTY
- STAFF
- STUDENTS
- ALUMNI
- AND OTHER UNIVERSITY AND COMMUNITY CONSTITUENCIES


MOTION UNANIMOUSLY APPROVED.
On behalf of the Council of Trustees, Vice Chair Matlawski congratulated President Weisenstein and looks forward to working with him in the years ahead. He also took a moment to thank the Chair of the Review Committee, Member Moskowitz. He said he was honored to serve on this committee along with Members Moskowitz and Silberman. He also thanked Member Silberman for his time and work that he put into this review process. He indicated that the Council was very proud of the excellent report that was produced.

**AGENDA ITEM X – REPORTS OF LIAISON TO CONSTITUENCIES:**

Member Silberman reminded everyone of the upcoming PACT Conference on April 16 and 17, 2013 that will be held in Harrisburg at the Dixon University Center. He indicated that last year at this PACT meeting, there were some excellent presentations that he found very valuable. He encouraged all Council members to attend. It is a good chance to interact with Trustees from other PASSHE universities and it underscores how great West Chester University really is. Members should let Rebecca Hook know if they would like to attend, and she will make sure they are registered and arrangements are made.

**AGENDA ITEM XI – OLD BUSINESS:**

None.

**AGENDA ITEM XII – NEW BUSINESS:**

Member Dozor asked the University (perhaps the Facilities Department) to investigate putting better signage along major roads indicating where the
exits are for West Chester University. He had looked at Route 202, Route 3 and other roads and found no signage. He believes it is important to address this. State Representatives may need to be contacted for the State roads and/or the local Pennsylvania Department of Transportation.

Member Tomlinson agreed that the Facilities Committee should come up with a plan to recommend and possibly sit down with the Pennsylvania Department of Transportation to make it happen. He agreed that more signage is a wonderful idea.

Member Dozor was thanked by Vice Chair Matlawski for his questions and concerns, and he assured him that answers will be forthcoming from the West Chester University administration.

AGENDA ITEM XIII – ADJOURNMENT:

Vice Chair Matlawski asked for a motion for adjournment.

MOTION (COSTELLO/SILBERMAN):

MOTION TO ADJOURN AT 6:20 P.M.

MOTION UNANIMOUSLY APPROVED.

Respectfully submitted,

Christine Costello
Secretary