CALIFORNIA LICENSED FORESTERS ASSOCIATION

BOARD OF DIRECTORS MEETING

Saturday, July 23, 2022

GoToMeeting

Joe Starr called the meeting to order at 9:00 am.

Members present: Frank Barron, Mark Pugsley, Chris Dow, Charll Stoneman, Brita Goldstein, Mike Tadlock, & Jason Wells

Board members absent: George Gentry (YG), Bob Broderick, Corrie Munger, & Kieran O’Leary

Others present: Kathleen Burr & Andrea Eggleton

Opening remarks: Eric Huff will not be joining the meeting, but he did send Joe an email that will be covered later in the meeting. CLFA should purchase conference electronics for people who want to call in similar to what YG has.

Charll Stoneman moved with a second by Frank Barron to approve the agenda as revised. Motion passed unanimously.

Consent calendar: Joe reviewed how a consent calendar functions in a meeting that was recommended by George Gentry. Charll feels that all items should be discussed independently. CLFA will not have a consent calendar in the future.

June Minutes

* Charll Stoneman moved with a second by Frank Barron to approve the June 2022 minutes as amended. Motion passed unanimously.

Membership

* Chris Dow moved with a second by Jason Wells to approve the following new members – motion passed unanimously.
  + Dustin Morgan
  + Lucy Kerhoulas
  + Roberta Lim
* Chris Dow noted that he has reached out to Dan Stapleton to get a list of the new RPFs. Dan has not emailed Chris the list to Chris yet. Once Chris receives the list, he will send out CLFAs offer for a one-year free membership.

Financials – Kathleen Burr reported

Treasurer’s Report / Executive Directors Report – Kathleen Burr reported:

* Kathleen reported that on the Balance Sheet the Hazel Jackson account had a duplicate deposit from 2020. She went back and balanced from the opening of this account.
* Charll had questions regarding how the funds from the scholarship fund raiser in March were deposited. Kathleen explained that it depends on how the funds come in as to where they are deposited.
* Charll brought to the board’s attention that CLFA income to date is only at 80% and we may end up with an income loss. Kathleen noted that the 18% ARC funds will come in at the end of the year and that expenses are currently at 59.5% under budget. Both of these items will have an impact on final P&L numbers.
* Chris Dow commented that the budget is fluid throughout the year and Covid was detrimental to the income of CLFA in 2020 & 2021.
* Charll would like to see the voting members on the non-paid member list be contacted by board members to increase the voting membership to 100%.
* Profit & Loss – Net Income $66,512.64
* Balance Sheet – Total Assets $350,029.98
* Managed Accounts:
  + Archaeology - $22,015.47
  + CLFA Scholarship - $37,331.54
  + Roy Richards - $10,807.41
  + Hazel Jackson - $4,424.44
* Currently memberships are:
  + - Associate members – 118.33% of budget
    - Contributing members – 135% of budget
    - Sustaining 110% of budget
    - Voting is at 96.88% of budget
    - Currently CLFA is at 101.22 % of total memberships paid to date from approved 2022 budget.
* Charll Stoneman moved with a second by Chris Dow to approve the financials as presented. Motion passed unanimously.

Committee Reports: Joe reminded the Board that committee chairs, starting the month of August, will be required to submit written committee reports three days prior to the Board meeting.

Board of Forestry - Andrea Eggleton:

The Board of Forestry and Fire Protection met on July 12-14, 2022 in-person in Scotts Valley, CA. The next scheduled meeting is on August 16-17 and will be held in-person at the new Natural Resources building in Sacramento. The ability to participate remotely via webinar is being maintained. The agendas for meetings are available at: <https://bofdata.fire.ca.gov/business/meeting-agendas-and-annual-schedules/>

Andrea attended the committee webinars and did not attend in person.

The following is a summary of items of greatest interest to the RPF community from the July Board of Forestry Meeting:

Forest Practice Committee 7/12/22

1. [NSO Definitions](https://bof.fire.ca.gov/media/z5tln2ss/fpc-2-a-draft-rule-text_ada.doc) – Revisions to NSO Habitat definition suggested per the ACF letter were made. An [ISOR](https://bof.fire.ca.gov/media/a54eh3gq/fpc-2-b-draft-isor_ada.docx) has also been drafted.
2. [NSO Survey Info Guidance Doc](https://bof.fire.ca.gov/media/rebh134x/fpc-3-nso-survey-information-guidance-document_ada-post-this-one.docx) from CAL FIRE was presented without much discussion.
3. Site prep addendum – After some discussion, including a comment from CLFA that the item seemed like a slippery slope, Cal Fire agreed to drop the item and bring back up if it continues to be a problem. No regulatory action will be taken at this time.
4. Slash Disposal – a slash pile along a public road that was left in hopes of chip market became a problem in the Dixie Fire. No particular language is being contemplated, just beginning general discussion of the issue and begin to think about whether or not it needs to be addressed via rulemaking, and if so, how.

Management Committee 7/12/22

1. [Less Than 3-Acre Conversion Maintenance plead](https://bof.fire.ca.gov/media/duxot2wc/mgmt-2-a-draft-timberland-conversion-amendments-rule-text_ada.docx) and [Initial Statement of Reasons](https://bof.fire.ca.gov/media/ua2bxlgd/mgmt-2-b-draft-timberland-conversion-amendments-isor_ada.pdf)– no further information from Cal Fire, who had at the last meeting stated they wanted to bring more comments to the Committee and did not support the plead as written.
2. [Forest Resiliency Amendments, 2022](https://bof.fire.ca.gov/media/kw2ledhx/mgmt-3-a-draft-forest-resilience-rule-text_ada.doc) i.e. revisions to unevenaged silvicultural standards
   1. Summary of the revisions:
      1. Simplify to one minimum countable snag size for all Site Classes
      2. Removal of Seed Tree requirements for residual stands, simply leave the trees of best phenotypic quality
      3. Increase use of group selection to 1/3 of area from 20% of area
      4. Removes requirement to meet MSP option C in unevenaged systems with only group A species
   2. Cal Fire would like a field-based workshop to be offered to RFPs in the next few months similar to when the ASP rules were adopted. The Department is supportive of the plead and ISOR.
   3. The plead and [Initial Statement of Reasons](https://bof.fire.ca.gov/media/3lzhxoy0/mgmt-3-b-draft-forest-resilience-isor_ada.pdf) were adopted for 45-day notice at the Full Board meeting. There is a reasonable likelihood that this rule package could still come into effect Jan 1, 2023.
3. Discussion of Management Committee [priorities](https://bof.fire.ca.gov/media/cewlmd4f/mgmt-4-2022-mgmt-priorities_ada.pdf) and what to work on next
   1. Utility ROW is on hold, otherwise all Priority 1 issues have been or are being addressed
   2. Committee Chair Chase would like to pursue review of MSP rules
      1. Start by looking at the initial hearings from the early 1990s related to the adoption of the MSP rules and review of research/invitation for presentations from researchers (Brandon Collins, Malcom North, etc.) regarding recent work on stand density and forest resiliency.

Full Board Meeting 7/14/2022

* Executive Session – No reportable actions taken.
* Consent Calendar Items –Motion confirmed unanimously to approve consent calendar including the [RPF-CRM Vital Statistics](https://bof.fire.ca.gov/media/xxbjq01p/full-7-a-rpf-crm-vital-statistics_ada.pdf) and the [Review of Rulemaking Matrix](https://bof.fire.ca.gov/media/euefxjdr/full-7-c-rulemaking-matrix_ada.pdf).
* Monthly Board Reports
  + Chairman’s Report (Chair Gilless): Discussed how valuable the field trip to the SZU fire the day before and discussed the Washburn fire status.
  + CAL FIRE [Director’s Report](https://bof.fire.ca.gov/media/z4rfmvxa/full-9-july-2022-director-s-report_ada.pdf) (Matthew Reischman):
    - There is significant bark beetle mortality throughout the central and northern Sierra. Incense cedar dieback throughout the state, some kind of canker disease.
    - LMARC has 209,0000 seedling requests so far for 2023 sowing.
    - CFIP finalized rate adjustments are available online now.
    - 2022-to date they have completed more than 86k Defensible Space inspections.
  + Executive Officer [Legislative Report](https://bof.fire.ca.gov/media/lscpgcrd/full-10-a-executive-officer-legislative-report_ada.docx)—Edith Hannigan: Very brief
  + Report of the Regulations Coordinator –
    - The Board adopted the [Class II-L Determination Amendments](https://bof.fire.ca.gov/media/aytb1yc4/full-11-a-draft-class-ii-l-determination-amendments-rule-text_ada.docx) and [FSOR](https://bof.fire.ca.gov/media/l11bna2r/full-11-b-draft-fsor-class-ii-l-determination-amendments_ada.pdf).
  + Report of the Standing Committees
    - Forest Practice Committee – Items discussed: (1) Northern Spotted Owl Take Avoidance Pathways and Habitat Definition Updates, (2) Cal Fire’s draft NSO Survey Data Submission Guidance Document, (3) Site Preparation Addendum, and (4) Treatment of Slash to Reduce Fire Hazard.
    - Management Committee – Items discussed: (1) Timberland Conversion definition, (2) Basal Area Stocking Standards and Uneven-Aged Working Group, and (3) review of committee priorities. The Board approved the [Draft Forest Resilience Rule Text](https://bof.fire.ca.gov/media/kw2ledhx/mgmt-3-a-draft-forest-resilience-rule-text_ada.doc) and [ISOR](https://bof.fire.ca.gov/media/3lzhxoy0/mgmt-3-b-draft-forest-resilience-isor_ada.pdf).
    - Resource Protections Committee – Items discussed: (1) [Defensible Space Zone 0](https://bof.fire.ca.gov/media/igclfa5s/rpc-2-a-draft-zone-0-rule-text_ada.docx) ([Inspection form](https://bof.fire.ca.gov/media/3izdfb2j/rpc-2-b-le100-inspection-form_ada.pdf), [Defensible Space Guidance Document](https://bof.fire.ca.gov/media/4mwdav3l/rpc-2-c-defensible-space-guidance-document_ada.pdf)), and (2) Land Use Planning Program update including a Subdivision Review Program update (San Miguel Fire Department [letter](https://bof.fire.ca.gov/media/03xl2e0y/rpc-3-a-i-san-miguel-fd-sdr-letter_ada.pdf)) and a Safety Element Review.
  + Report of Board’s Advisory Committees
    - PFEC – George “YG” Gentry: RPF examination results announced from April 2022. Congrats to the 21 new RPFs!
    - Effectiveness Monitoring Committee – Dr. Kristina Wolf: A brief update was provided on EMC activities and available seats on the committee.
    - Range Management Advisory Committee –Dr. Kristina Wolf: A brief update was provided on RMAC activities and subcommittee development for land use grazing permitting.
  + Public Hearing on “[Notice of Intent Amendments](https://bof.fire.ca.gov/media/s4dpr10z/full-14-a-draft-notice-of-intent-rule-text.docx)” ([ISOR](https://bof.fire.ca.gov/media/3yjjg2vc/full-14-b-draft-isor-notice-of-intent_ada.pdf)): No agency or public comments were made.
  + Public Forum: Multiple public comments were made, including one inquiring about NSO populations in Jackson State Demonstration Forest.

Frank Barron asked if Stacy Stanish was involved in producing the Guidance Doc and Andrea said yes. Andrea also noted that Stacy will be brining additional items to the BOF regarding clarifying, streamlining, updating, and removing out of date items.

Charll Stoneman moved with a second by Frank Barron to send out the Guidance Document out to the CLFA membership outlining that this is a guidance document being proposed by CalFire. He will request that any comments the membership would like to make should be sent to Andrea or a Board member. Motion passed unanimously. Charll will draft the email text and send to Kathleen.

Joe discussed the email he received from Eric Huff as he was not able to attend this meeting.

* Eric did tell Joe that he is planning to attend as many of our meetings as feasible for his schedule.
* Joe discussed with Eric the issue of industry of clear cuts and completion of stocking reports, the forms need to be simpler and the completion report and stocking report should be two separate reports. This will eventually only be an electronic submission through Cal Trees. They will still accept the printed forms for a short time.
* Cal Trees is working on making the process of exemptions/emergencies/stocking reports simpler through Cal Trees and that they are currently working on this platform.
* There will come a time where you will only be able to submit forms electronically.
* Joe discussed the issue of archaeology returning 80% of emergencies and that this number should be about half. RPFs need to bring these issues to light regarding the inconsistencies they are experiencing. This item needs to be brought up to Eric Huff and not having the reviewers use “underground regulations” as they are referred to.
* Frank Barron said he gets approximately 80% of his emergencies kicked back for very minor items.
* The Board needs to find out who and how to bring up the issues with the review teams and the inconsistencies.
* Chris Dow discussed certain points of the CalFire MOU with CLFA and the items CLFA can comment on regarding archaeology classes. Joe informed the Board that the current refreshers are set for 5-years and to bring up concerns prior to the next classes being designed is futile.
* Chris Dow reminded the Board there is a sub-committee for archaeology comprised of Chris Dow, George Gentry, and Kieran O’Leary. This committee will ascertain what the current inconsistencies and problems are with the review teams and bring them to the CLFA Board. The committee will then schedule a meeting with Len Nielson and work up through the chain of command if the issues are not resolved at his level.

Education – Brita Goldstein

* The committee met and discussed the November conference on botany. Charll put together a list of topics that will be submitted to the committee contacts to request additional topics and potential presenters.
* The March 2023 conference was not discussed.
* Charll would like to have an Education Committee meeting the first of August and have a tentative speaker list prior to the end of August.
* Brita and Joe have been discussing the 2023 March conference.
* Joe would like to re-address his idea of a Thursday/Friday event in March. Thursday would begin around 10:00 am with an exceptional presentation, lunch, business meeting, and reception Thursday night. Friday would be the conference ending around 2:00 pm so everyone could get home at a reasonable hour.
  + Charll is favorable to this tentative schedule. The Board meeting would be held Wednesday.
  + Committee needs to begin working on the March 2023 conference in September.
  + Charll reviewed the conference timeline he sent to Kathleen.
  + Frank Barron brought up brown bags that would be held in 2023 to follow-up on the botany conference in November. These needs to be set into the CLFA schedule.
* Kathleen sent the Board a list of all previous conference topics.

Outreach – Chris Dow

* 21 people passed the last RPF licensing test. Chris is working on obtaining emails for the new RPFs to offer them a one-year free membership.
* Joe reached out to Samantha Gill at Cal Poly who is their RPF educator and she wanted to give her students more of an exposure to CLFA. Chris noted that is works having a CLFA member who is an alumni at each university to interact with the forestry students.

Communications – Corrie Munger will be taking this position.

Website – Kathleen informed the board that she is taking care of all job postings and deletions. Chris told the Board that the website management was removed from her contract. Charll reviewed how the website was previously maintained – by an independent contractor. It was decided that Board members who have knowledge of the website should maintain the website in conjunction with Kathleen.

Legislation – Jason Wells

* Jason has nothing to report.
* Brian has not reached out to CLFA or FLC in a few months.
* CLFA contract does outline that monthly reports should be submitted. Brian is very responsive to emails and requests.
* Kathleen informed the Board that Brian’s contract is expiring on September 30, 2022 and she will reach out to him as to any changes for the 2022/2024 year.
* Frank Barron informed the board that there is a bill AB-1717 which the State of California wants prevailing wages be paid to contractors on any grants obtained from the state under CCI grants or other grants for fuels reduction projects. Charll stated that CFA is fighting this issue and discussion are ongoing.

Licensing

* 21 people passed the recent RPF exam.
* Joe does not have an update on YG’s apprentice program presented to the BOF licensing.
* Chris Dow will have the demographics of the recent exam people and get that to the Board.

Water & Wildlife – Mark Pugsley

* STATE WATER RESOURCES CONTROL BOARD
  + [Drought Information and Updates](https://www.waterboards.ca.gov/drought/)
  + [The SWRCB has readopted emergency regulations for the Scott and Shasta Rivers](https://www.waterboards.ca.gov/press_room/press_releases/2022/pr06222022-scott-shasta-eregs-readoption-6-21-2022.pdf)
  + The Board last met on June 7th in Sacramento. No forestry action items were on the agenda. Minutes are not yet available, but the agenda is. [Agenda](https://www.waterboards.ca.gov/board_info/agendas/2022/jun/06_07_2022_agenda_links.pdf) The next meeting is scheduled for July 6th—the agenda is not yet available.
* [Region 1-North Coast](https://www.waterboards.ca.gov/northcoast/)
  + The Board last met on June 9th &10th in Santa Rosa. [A report will be presented by CALFIRE, Board of Forestry, and Water Board regarding post-fire timber salvage operations](https://www.waterboards.ca.gov/northcoast/board_info/board_meetings/06_2022/pdf/08/220610_Post-FireTimberSalvageOperations_EOSR_General_3_final.pdf). “*The purpose of this information item was [..] related to post-fire timber salvage activities wildfire remediation activities, and monitoring to inform potential revisions to how Emergency Notices of Timber Operations are regulated*”. [Video](https://cal-span.org/unipage/?site=cal-span&owner=RWQCB-NC&date=2022-06-10)( starts at 8 minutes). Minutes are not yet available, but the agenda is. [Agenda](https://www.waterboards.ca.gov/northcoast/board_info/board_meetings/06_2022/index.html). The next meeting is scheduled for August 8th in Santa Rosa; the agenda is not yet available.
* [Region 2- San Francisco Bay](https://www.waterboards.ca.gov/sanfranciscobay/)
  + The Board last met on June 8th in Oakland. No forestry action items were on the agenda. Minutes are not yet available, but the agenda is. [Agenda](https://www.waterboards.ca.gov/sanfranciscobay/board_info/agendas/2022/june/6-8-2022.pdf). The next meeting is scheduled for July 13th in Oakland.
* [Region 3-Central Coast](https://www.waterboards.ca.gov/centralcoast/)
  + The Board last met on June 16th in San Luis Obispo. No forestry action items were on the agenda. Minutes are not yet available, but the agenda is. [Agenda](https://www.waterboards.ca.gov/centralcoast/board_info/agendas/2022/jun/agenda_jun_1.pdf). The next meeting is scheduled for August 13th in San Luis Obispo; the agenda is not yet available.
* [Region 5-Central Valley](https://www.waterboards.ca.gov/centralvalley/)
  + The Board last met on June 9th in Rancho Cordova. No forestry action items were on the agenda. Minutes are not yet available, but the agenda is. [Agenda](https://www.waterboards.ca.gov/centralvalley/board_info/meetings/2022/2206ag.pdf). The next meeting is scheduled for August 11th location to be decided; the agenda is not yet available.
* [Region 6-Lahontan](https://www.waterboards.ca.gov/lahontan/)
  + The Board last met on June 8th in Barstow. No forestry action items were on the agenda. Minutes are not yet available, but the agenda is. [Agenda](https://www.waterboards.ca.gov/lahontan/board_info/agenda/2022/jan/jan2022agenda-eng.pdf). The next meeting is scheduled for May 11th in South Lake Tahoe.

WILDLIFE

* [The USFWS and NOAA have rescinded the definition of Habitat that was passed by the Trump Administration.](https://www.fws.gov/press-release/2022-06/rescind-regulatory-definition-habitat-under-endangered-species-act)
* California Fish and Game Commission - The Commission last met on June 15th in a hybrid meeting.
* The proposal to list the western Joshua tree did not pass and has been continued to the October meeting.
* The Commission decided the listing of the Temblor legless lizard as threatened or endangered under CESA may be warranted.
* The Commission voted to upgrade the listing of the Milor Baker’s Lupine from threatened to Endangered under CESA. The next meeting is scheduled for August 17th in Fortuna.

Stocking & Completion Reports – Joe Starr

* Joe will work on revised reports to discuss with Eric Huff.

Forestry Liaison Position update – Diane Dealey Neill

* This progress report covers the period from February 22, 2021, to June 30, 2022. During this reporting period, the following items were accomplished:
  + FEI contract forester Robert Little gave virtual presentations to students at University of Montana and Cal Poly Humboldt.
  + FEI Executive Director Diane Dealey Neill made in-person presentations to students at University of California Berkeley, University of Nevada Reno, Central Oregon Community College, and Oregon State University.
  + FEI volunteer Jason Poburko gave a virtual presentation to students at the University of British Columbia.
  + FEI staff made flight, hotel, and registration arrangements for Robert Little to attend the Society of American Foresters Annual Meeting in Baltimore in September.
  + An invoice accompanies this report for the same reporting period.
  + The total amount expended for this contract for the 2021-2022 fiscal year is $5,842.91, well below the budgeted amount of $30,550. The primary reason for this difference is the inability to make in-person visits until the end of the academic year and the fact that the Society of American Foresters Annual Meeting was virtual and not in-person.
* The Board discussed the parameters on how this program was initiated and works.

2021 Audit – Charll Stoneman

* Charll reviewed normal year audit timeframe. The audit is scheduled to be conducted on August 26, 2022.

Non-paid members list

* Non-paid members list is in the google drive.
* Charll feels that if a person’s membership is not paid, they should not receive the membership discount at CLFA conferences or the newsletter.
* Charll feels that if members have not paid by June or July, their names need to be moved to another spreadsheet and should not be receiving any further information from CLFA.
  + Majority of the Board agreed.
  + Charll feels that if members are not receiving emails, they will wonder what is happening at CLFA and reach out to find out why they are no longer on the CLFA email ist.. Joe agrees with Charll.
* Kathleen feels differently about this topic. That by removing members that quickly, it is easy for them to forget about CLFA and removing them from email chains and just sending a renewal notice will negatively impact conference attendance and substantially lower our membership numbers. Many times, members drop for a year or two, but then they come back and pay years 3, 4, & 5.
* Kathleen feels there should be a policy written on how to deal with non-paid members. Charll will write up a policy and get to the Board for approval.
* Charll feels information on conferences should be sent to everyone. Newsletters and pertinent information sent to members should not be sent to the non-paid list.
* The conference price for non-members will be raised and Kathleen will be raising the fee for the November conference.

Archaeology – Kathleen Burr

* Kathleen scheduled the 2023 archeology classes and sent the schedule to Len Neilson. The dates are scheduled the same time each year for continuity.
* Len informed Kathleen that the teaching cadre decided to hold the initial 5-day and two refreshers in San Luis Obispo and gave the selected dates to her. The initial 5-day class will be held the Monday following CLFA March 2023 conference. At no time was Kathleen contacted to confirm dates would work with CLFAs schedule or what the costs would be with a new location.
* Len also said that those attending the class could find their own food and lodging and that CLFA only needed to find a location for the class. Kathleen feels this class is too intense and that the parameters for this class need to follow the current classes held at the Gaia.
* At no time did the teaching cadre look into or discuss costs with Kathleen. Hotel rooms and food costs will increase at this new location.
* The current MOU states that a forester will attend the class and will make a presentation on how this class relates to the RPF in the field. Brian Dunham recommended Adam Friese formally from TCU. He was their unit forester. Adam has done a lot of teaching and is very knowledgeable about archaeology. Adam is currently retired and Brian will be reaching out to him. Len said that CLFA should select this person. Chris Dow recommended that Adam would be a good fit for this position. The Board agreed. Kathleen will let Len Nielson and Brian Dunham know.
  + Mileage, hotel, & stipend will be paid for this consultant as requested for this position.
* For the refreshers, the hotel room cost will be $159 per night vs. $93 at the Gaia. No hotel rooms have been reserved for the San Luis Obispo refreshers due to this cost.
* Charll feels the change of location is fine, the issue of not reaching out to CLFA in regards to date, location, and added fees was not right. Charll feels the costs for hotel is not unreasonable.
* Frank Barron commented that location of classes should be considered as to number of attendees for that location.
* Kathleen reviewed the class that was held five years ago for the Cal Fire employees in Glendale.
* Kathleen did obtain the San Luis Obispo meeting room at no cost for the 5-day class. But that is if she cannot meet the numbers to cover the catering requirements, this class could potentially lose substantially. If we have any reason to cancel – our cost would be 75% of the contract if cancelling 31 days prior to the March 2023 dates.
* This class needs to be a full class of 42. That is a huge concern Kathleen has at this time of not meeting the required registration numbers. She will be sending out an email to Len Nielson covering these issues now that she has reviewed this with the Board.
* The problem with using the camps or a fire station is that if the state says there is a meeting that takes precedence over our class, we would get bumped. That is why we need a contracted location.
* Joe feels that the change in location should have been previously discussed and scheduled for 2024 so that consideration could be given to additional location costs.
* Kathleen is concerned about the financial aspect of these classes. Eight years ago, the arc account had $4,500 and two years ago it had grown to $33,000. But due to the addition of paid contract speakers, the account has dropped to $22,000.

Charll’s agenda items did not get added to this agenda. Kathleen will add these items to the August agenda.

Newsletter review committee

* Chris Dow, Mark Pugsley, & Joe Starr will review the monthly newsletters.

Next Board meeting will be scheduled for August 27th in person at Granzellas with the audit on August 26th.

Newsletter articles to Kathleen due immediately.

Kathleen will rework the Board meeting schedule.

Jason Wells moved with a second by Mark Pugsley to adjourn the meeting at 1:14 pm. Motion passed unanimously.

Respectfully submitted,

Kathleen Burr

Executive Director