



PNAHA Annual Fall Meeting

September 6, 2008

Coast Wenatchee Center Hotel & Wenatchee Convention Center

201 North Wenatchee

Wenatchee, Washington 98801

The meeting was called to order by President, Dru Hammond at 12:33 p.m.

1. Sign-In

- Sign-in sheets distributed and on official record with these minutes. Voting delegate sign-in sheet completed with the following delegates present: PNAHA President – Dru Hammond; PNAHA Vice President – Dave Bittenbender; PNAHA Secretary/Treasurer – Katie Kusske.
- Member Organizations; EYH – Jeff Theiler; KVHA – Les Grauer; KCAH – Floyd Johnson; PSAHA – Stephani Ebenstiner, SJR – Jack Chaney; SKAHA – Doug Kirton; SAYHA – Rob Azevedo; TCAHA – Dustin Beck; WAHA – Mike Lesky; WCAHA – Kari Kohonen; WWFHA – Shirley Williamson, YAHA – Diane Craig.
- Member Teams – WCHC – Rich Stephenson 92/94.
- Member Organizations not represented – IEAHA and WWAH.

2. Introductions

- Personal introductions made by the PNAHA Board of Directors and guests.

3. Minutes of Last Meeting

- Reading of the June 21, 2008 minutes. David Bittenbender (PNAHA 1st VP) motion *[to approve minutes]*, seconded by Mike Lesky (WAHA). No discussion. Motion passed.

4. Treasurer Report and 2008-2009 Proposed Budget– Katie Kusske

- Katie Kusske (PNAHA Secretary/Treasurer) presented copies of the original June 21, 2008 Treasurer Report and a corrected version to the PNAHA Board of Directors. The PNAHA President had noted an error not caught at the June meeting and notified Katie of this error. Katie reviewed the June 21, 2008 treasurer's report with the PNAHA Board of Directors pointing out that under "Income" that the category "Unseen/Misc. Income" the amount of \$4,971.77 is incorrect. It should have been listed as "Unseen/Misc. Income" \$355.97. It was explained that the amount of \$4,615.80 had been included from the category "Block Grant Funds" twice. Once under "Unseen/Misc. Income" then again under "Block Grant Funds". The final income total listed as \$76,933.41 is correct, so the remaining report balances stand correct. Katie Kusske (PNAHA Secretary/Treasurer) asked that someone make the motion to amend the June 21, 2008 Treasurer's report. Motion *[to approve the amended Treasurer's Report]* by Dave Bittenbender (PNAHA 1st VP), seconded by Shirley Williamson (WWFHA). No discussion. Motion passed.
- Katie Kusske (PNAHA Secretary/Treasurer) presented the September Treasurer Report which covers June 1-August 31, 2008 to the PNAHA Board of Directors. The balance as of August 31, 2008 is \$56,047.70. Motion *[to approve the September's Treasurer's Report]* by Stephani Ebenstiner (PSAHA), seconded by Diane Craig (YAHA). No discussion. Motion passed.
- Dru Hammond (PNAHA President) presented the 2008-2009 Proposed Budget. All proposed changes were reviewed. Each item was discussed to explain the highs and lows in the different categories. The Pacific District fees have taken a dramatic jump from forty cents to one dollar. This increase is due to the sixty cent increase for the Robert Freeland Grant that will focus on growing hockey within the Pacific District. PNAHA will now collect one dollar from adult registrations due to this increase. The adult segment of hockey is the fastest growing segment within the affiliate and the youth programs can not afford to absorb this Pacific District player fee increase for the adults. Adult programs can apply for these grant funds as well, so it is appropriate to collect this fee from the adults since they will benefit from these funds too. Total projected expenses for the 2008-2009 season is \$48,180.00. Motion *[to approve the 2008-2009 Proposed Budget]* by David Bittenbender (PNAHA 1st VP), seconded by Floyd Johnson (Kitsap). No discussion. Motion passed.
- Dru Hammond (PNAHA President) explained the PNAHA process of the PNAHA bookkeeping practices. QuickBooks Online by Intuit are used by PNAHA. In addition to the Secretary/Treasurer maintaining the finances the President and Vice Presidents have 24/7 read/review access and the ability

to run any of the financial reports as needed. Additionally, the monthly bank statements are reconciled by Dru Hammond (PNAHA President). Katie Kusske (PNAHA Secretary/Treasurer) handles all money matters and maintains the payables/receivables records, copies of the banking reports along with any Audit and IRS tax files. This process is in compliance with the Financial Control Policies and Guidelines as established by USA Hockey/Pacific District that requires that no one individual has sole control over reconciliation of bank accounts. The yearly PNAHA taxes are done by an outside private CPA. Audits are performed by the CPA and findings reported to USA Hockey through the Annual Affiliate Records report submitted to USA Hockey every November. As of June 2008 USA Hockey is now requiring that Independent Team records that report directly to the Affiliate be included in this yearly audit as well.

5. Special Guests – Dan Rogness and Donna Kaufman

- Dru Hammond (PNAHA President) introduced Dan Rogness (Pacific District Registrar). Discussion started regarding the possibility of registration dates being changed with USA Hockey from September 1st through August 1st to having registration extend for the entire twelve months. Dan Rogness (Pacific District Registrar) asked if we would like to see it changed. A poll of the PNAHA Board of Directors resulted in a “No” vote.
- Dan Rogness (Pacific District Registrar) reported that the numbers are growing for “disabled” hockey. Dan indicated that it is becoming necessary to differentiate between the different types of disabled teams. “Special Needs” was thrown into the discussion as one wording. Dru Hammond (PNAHA President) mentioned there had been a gentleman through the Seattle area who approached PNAHA about starting a sled team with support from the Veterans Administration.
- Any sanctioned events held as Introduction to Hockey should be free. USA hockey wants to make sure the event has insurance of course. In order to do this the IMR/Waiver form needs to be completed. The waiver can be destroyed later if the participant doesn’t wish to join an association after the introduction event. The form is on the CyberSport software that the registrars have access to.
- Dan Rogness (Pacific District Registrar) announced that the tournament fees have been raised from \$25 to \$50 dollars and \$50 to \$75 dollars respectively.
- Participants of Women’s hockey are required to be 18 years old at the time of registration.
- Beginning in the 2008-09 season all USA hockey team rosters now are required to list the “head coach.
- Any associations wishing to host a District tournament is required to submit applications in writing in the Spring and should be submitted to Dan Rogness.
- Dan Rogness (Pacific District Registrar) then asked the PNAHA Board of Directors what we thought about the printing of USA Hockey player cards. These cards are costing \$300,000.00 dollars a year. There is talk that they will be discontinued to recover the cost for use to support other programs. PNAHA has no issue with discontinuing the cards and feels the money saved could be put to better use.
- Dru Hammond (PNAHA President) introduced Donna Kaufman (Pacific District Director). Donna Kaufman (Pacific District Director) said that she will be attending the October District meeting that is being held in Seattle, October 18, 2008. She is hoping to get the preliminary count of teams attending Districts so they can prepare budgets, schedules, obtain host hotels, and finalize identifying host associations. December 1, 2008 is when all affiliates and associations within the affiliates must declare their Tier I/Tier II teams and indicate if their intentions are to attend Districts. Donna Kaufman (Pacific District Director) then announced the District tournament dates as follows:

Pee Wee TI/TII	March 4-8 2009	Washington	Sno-King/Seattle Jr.
Bantam TI/TII	March 11-15, 2009	Alaska	Alaska All Stars
Midget U16/U18 TII	March 4-8 2009	California	Valencia
Midget U16/U18 TI	March 11-15, 2009	Las Vegas	Las Vegas Ice Center
Girls/Women	March 4-8 2009	Alaska	Alaska Ice Breakers

- Donna Kaufman (Pacific District Director) asked that if anyone has a proposed Rule change that they be submitted by November 1, 2008 as they will be voted on at the 2009 USA Annual Congress. On November 16-18, 2008 the Rules committee will meet to review all changes one by one. Last year there were 108 rule changes submitted.

6. Coaching Director Report – Rob Kaufman

- **Ace Coordinator Update:** Rob Kaufman (PNAHA Coaching Director) thanked all that were present at his round table meeting earlier and that they had a great meeting. He will be contacting all the PNAHA Reps for their Coaching Director and Ace Coordinators contact information. They reviewed the Ace Coordinators job description and explained how they work closely with the Coaching Director.
- **State Development Camp (Wenatchee) 2000 Camp Information:** 2009 PNAHA State Development Camp will be held January 31-February 1, 2009. The cost for the camp will remain \$125.00. The location is set to be in Wenatchee. Everyone is requested not to schedule League games or games that hold major significance for your Pee Wee, Bantam and Midget players that weekend. PNAHA will be going back to the invitational letter format instead of having open registration like last year. Rob Kaufman (PNAHA Coaching Director) stressed how all the players must attend this camp in order to advance to the Pacific District Select Camp. We will be using the Evaluation team for contacting the individual associations for their player's names to go on the watch list. Associations will be contacted in November and then they will be contacting the associations for their lists again in December. PNAHA is interested in expanding our pool of Goalie evaluators. If you are interested in learning the evaluation process and wish to become an evaluator for the goalies please contact Rob Kaufman (PNAHA Coaching Director) as soon as possible.
- **Pacific District Select Camp (Kent):** Rob Kaufman (PNAHA Coaching Director) announced that the Pacific District Select Camp will be held at Kent again in 2009. The dates are April 25-26, 2009 for birth years 1995 and 1994; May 2-3, 2009 for birth years 1993 and 1992. The cost for the Pacific District Select Camp last year was \$475.00 per player. Due to travel expense increases we should expect to see this fee increase again this year.
- Rob Kaufman (PNAHA Coaching Director) said that the years that the Pacific District Select Camp has been held at Kent has gone very smoothly and thanked Kent and their staff for doing a great job each year for this event.
- **Coaching Clinics:** Level 4 (Advanced) clinic was held on August 21, 2008 in Reno, Nevada. Rob Kaufman (PNAHA Coaching Director) reminded everyone that coaching clinics should be getting posted on the USA Hockey website so he encouraged everyone to remind their coaches to preregister for their levels now. Rick Ellison (SJR) announced that they will host Level 1 and 2 on September 27, 2008 at Olympic View Arena. Rick Ellison (SJR) stated that you need to make sure your coaches preregister as space is limited and they will not accept any walk-up registrations. The Level 3 clinic will be held late October or November at Olympic View Arena. To find out where clinics are available in your area be sure to check their website for further information or the USA Hockey website. Tri-Cities and Wenatchee will host clinics for Level 1 and 2 later as well.

7. **Supervisor of Officials – Jason Michelbook**

- Dru Hammond (PNAHA President) extended apologies from Jason Michelbook and Tony Milles for their inability to attend this meeting. PNAHA extended their congratulations to Jason on his recent nuptials and wished him the best this weekend during a family event celebrating that occasion. Tony was conducting Officiating Clinics this weekend. Schedules were tight for the beginning of the season and the conflict with the PNAHA meeting just couldn't be avoided this year.
- Jason Michelbook (Supervisor of Officials – East Side) supplied a copy of the scheduled clinics for the PNAHA Affiliate for Dru to distribute. It was announced that the Officials now have a new website that they will post their activities on. It is www.pacificdistrictofficials.org.
- Jason had also requested that two officials be given special recognition at this meeting. Trevor Shively (Tri-Cities) and Steve Walsh (Spokane). Both of these officials did very well at the Regional Select Camp and both were invited to attend the NAHL Training Camp. Trevor was offered a full time position but turned it down to finish school and develop further. Congratulations were extended to both of these players.

8. **Screening – Jack Chaney**

- Jack Chaney (PNAHA Screening Director) reviewed screening processes. He stressed that associations must keep the paperwork private, keep information stored in a locked cabinet to protect privacy. PNAHA is having associations notate if someone is no longer a volunteer (NLAV) for their organization. Each association is to provide us with the new location of the volunteer when that information is known so that we can change the association company code. Jack asked that each association's screening point of contact go out and review the updated list to verify that the new volunteers have had their WSP screen updated and that they have received the appropriate signed off

paperwork to keep on file. We are currently performing a comparison of registered officials over the age of 18 with the active approved volunteers list. When this is complete we will contact Jason and Tony that any official to not be scheduled for games until they have completed the required background screen. Jack Chaney (PNAHA Screening Director) noted that we do have some volunteers that have restrictions. Typically these restrictions are for those individuals that have previous DUI infractions. It is our practice to restrict these individuals from transporting anyone other than family to/from hockey functions. Should these individuals violate any part of that restriction they will have their volunteer status revoked. Make sure that you address this during your coaching/parent meetings. Dru Hammond (PNAHA President) reviewed how the process is done for volunteers that have red flags come up on the reports.

9. USA Hockey Associate Registrar/Risk Manager – Ed Imes

- Ed Imes (USA Hockey Associate Registrar/Risk Manager) announced that as of September 2, 2008 Washington had 6,609 registered players for the 2007-2008 season, the complete number that includes coaches and others included was 8,265. All associations and their registrars need to get the USA Hockey Written Transfers Letter of Approval form for all non-citizen players in as soon as possible to avoid any delays from USA Hockey which might affect any playing times. This form is also required in each associations credential packet for youth Tier I and Tier II players and also for the Girls/Women. Ed Imes (USA Hockey Associate Registrar/Risk Manager) noted that there were several new registrars at his round table meeting this morning when they reviewed the information in the packet that was sent to them with the CyberSport Software. They all were reminded to be careful in playing associations/teams that aren't registered with USA Hockey. If teams happen to do that everyone on the ice can lose their insurance. The same can happen when anyone is on the ice that isn't registered as well. It was noted that registrars from Inland Empire, Moses Lake, Sno-King and Spokane associations weren't at the morning meetings to get their travel permits. Don't forget to have your team notebooks at the January PNAHA meeting for the credential process to begin. There is a form on your software that needs to be filled out for each team to submit with their notebooks, this form can be printed right off of your software and it has all the necessary documents listed to be included in your teams credential notebooks. Katie Kusske (PNAHA Secretary/Treasurer) also reminded all associations that each team needs to have the same documentation with them at all times, when they play at home or when they are on the road. These documents need to be available for verification of coach certifications, roster approval or for emergency treatment if needed. It was noted that last year when performing the Tier I and Tier II credentials that some teams did not have a team notebook created for the managers to have with them during the season. Everyone was reminded that registrars have all the forms needed to help the team managers create their notebooks and their credential notebooks. Du Hammond (PNAHA President) spoke briefly to be on the issue of ISI teams. Everyone was reminded that USA Hockey teams are not allowed to play ISI teams unless they are also registered with USA Hockey. Playing an ISI team is comparable to playing a non-registered team. For teams, associations, rink owners and individuals the legal issues can be costly, so make sure you ask for proof on registrations and insurance.

10. League Commissioner – Glen Triner

- **2008-2009 League Report:** Due to the unique weather this past winter, the 2007-08 League was very challenging. Glen Triner (League Commissioner) commended all the coaches and team managers who worked so hard this year to try and reschedule games and accommodate teams. Given the challenges the League had some of the best competition in years. The winners were announced, Midget Tier II Division - Seattle Jr. Admirals 32 points; Midget B Division - Spokane Junior Chiefs (Brad Baker) 20 points; Bantam Tier II Division - Wenatchee Blades 16 points; PeeWee Tier II Division Tri-Cities Junior Americans 19 points; PeeWee Tier B Division - Seattle Junior Admirals 12 points. Squirt Division Seattle Junior Admirals (Blue) 36 points. The Squirt Festival was one of the most competitive events since the implementation of the format. It saw the most overtime shootouts. Puget Sound Amateur Hockey Association did a fantastic job coordinating the tournament. Winners were announced; Gold Division - Seattle Junior Admirals (Blue), in the Silver Division - Spokane Junior Chiefs and the Bronze Division - Sno-King Junior Thunderbirds 98 team finished first. Glen Triner (League Commissioner) then reviewed the preliminary League team count from the June meeting.
- **Options Report Summary From Discussions During Roundtable:** At the PNAHA Spring/Summer meeting it was requested by motion that the PNAHA League Scheduling Committee review past scheduling practices and develop at least two alternatives to be proposed to the PNAHA body for

consideration by July 21, 2008. Upon review the body would vote on the options by July 30, 2008 and the result of the vote would be binding for all PNAHA associations for the 2008-09 season. Subsequent to transmittal of that document to the PNAHA Board for consideration, additional proposals were received. Therefore, the committee has revised this document to incorporate the concerns received by the members. These various options were discussed, but it was clear that a number of issues needed to be worked before a vote could be conducted. What is clear is that a number of issues exist that impact the east and west sides of the state differently. This exercise brought those differences to the surface. More work on this restructuring will continue, but there is not sufficient time to conclude this exercise for the current season, so no vote on the proposal was taken. Glen Triner (PNAHA League Commissioner) explained that there was much discussion on how this League needs to look at the cost of travel and concerns on making the travel weekends full so that at least 3-4 games could be played if opted. However, out of committee the following motion was made. Motion to *[accept the League committee recommendation to require all non-League Tier II teams to participate in the early season Tier II event and additionally to schedule a cross-state qualification event the weekend of January 3, 2009 where all top Tier II League teams will play cross-state non-League qualification games]*. Discussion. Motion passed.

- There were three more league options that were asked to be tested during the 2008-09 season. It was decided that all Tier II teams must participate in the tiering event in order to be eligible for the State Tier II Tournament. East Side League games will be played on super weekends to minimize travel and that East-West League games will be scheduled early in the season to minimize effects of weather on travel. Reminders were given to all associations to send in their team rosters that are due by September 15, 2008. Host Hotel information for the tiering events is due by September 11, 2008 and the finalized list of Host Hotels is due by September 15, 2008. Scheduling templates for the Squirts are due by September 15, and all other Divisions are due September 30, 2008. Send in your team contact information pertaining to League teams and all Tier II team contact information by September 15, 2008. Glen Triner (PNAHA League Commissioner) closed his report with a big thank you to everyone for cooperation during this process.

11. Woman's Hockey – Shirley Williamson

- Shirley Williamson (WWFHA) will be contacting all the associations for information on their female players. Once Shirley has gathered this information she will meet with Dru Hammond (PNAHA President) to determine if the numbers and interest exist to hold a "Female Select" camp. It was also mentioned that perhaps it would be feasible if not now, but in the future to hold a combined camp with the Oregon Affiliate. Conversations have begun with Natalie McEwen, the Oregon Affiliate President to discuss this possibility. Natalie McEwen, Dru Hammond, Shirley Williamson and Kent Lane (NW Selects) have discussed meeting in October to discuss this possible combined camp.

12. 1st Vice President – Dave Bittenbender

- Dave (PNAHA 1st VP) discussed that we want to improve the knowledge base on "common sense rules". Associations need to have more locker room supervision to prevent some serious incidents.
- **Rule 14 Revisions:** The committee of David Bittenbender (PNAHA 1st VP), Donna Kaufman (Pacific District Director) and Les Grauer (KVHA) presented the Rule 14 Rule revision draft for the PNAHA Directors to consider for adoption. There were minor changes made to avoid any more confusion and to simplify the rule. Motion *[to revise Rule 14 as distributed with one change to replace association/member with member association/member team to remain consistent with the PNAHA Bylaws/Constitution. This revision would become effective immediately for the 2008-09 season.]* By David Bittenbender (PNAHA 1st VP), seconded by Shirley Williamson (WWFHA). No discussion. Motion passed. Dru Hammond (PNAHA President) said that she will be posting all of this on the PNAHA website under "Rules and Regulations" regarding these changes for anyone to use.

13. PNAHA President – Dru Hammond

- Dru Hammond (PNAHA President) announced that Mark Preston (PNAHA 2nd VP) has resigned his position with PNAHA. Dru Hammond (PNAHA President) asked that anyone interested in filling his position that resides on the east side of the affiliate contact her regarding filling of this position. This appointment would complete the duration of his position which expires in June 2009. Katie Kusske (PNAHA Secretary/Treasurer) will purchase a gift card to express our appreciation of his many hours of volunteerism within PNAHA. It was announced that "Mountain View" arena is not in good standing as they owe \$5,600.00 dollars to the officials. Dru Hammond (PNAHA President) has contacted the new ownership to resolve the issue, they explained that the arena will no longer operate

as a USA Hockey rink and will operate as an ISI facility. They communicated that they did not feel obligated to retire the debt owed to the officials, that that debt belonged to the previous owner. The new owner was notified that their membership was no longer in good standing with the PNAHA Affiliate and due to lack of player enrollment their membership had been compromised. Mountain View is no longer an association with PNAHA. Future applications for membership will be scrutinized. Everyone was reminded again that PNAHA teams cannot play any ISI teams. It was noted that Blue Mountain Hockey, Walla Walla is also an ISI organization. If contacted by either one of these organizations members are reminded that competitions can not occur.

- The Pacific District meeting will be held in Seattle on October 18. Dru Hammond (PNAHA President) asked if anyone had any issues that they would like addressed at this meeting.

14. Tournaments

- The following associations submitted their applications on time to host a PNAHA tournament; February 19-23, 2009 for Tier II to be hosted by Spokane American Youth Hockey. March 12, 2009 for the Squirt Festival to be hosted by Puget Sound Amateur Hockey. Tri-Cities submitted an applications to host both the Tier II and the Squirt Festival prior to the commencement of the PNAHA meeting. No one has applied to host the State B Tournament. Dru Hammond (PNAHA President) reminded everyone that any association wanting to host a PNAHA tournament shall complete the tournament application form and submit its request to the President by September 1 for consideration. The Board of Directors shall select the host of each tournament at the September meeting. Motion to *[to approve the Spokane American Youth Hockey Association to host the Tier II State tournament]*, by Stephanie Ebenstiner (PSAHA), seconded by Doug McLean (WCAHA). No discussion. Motion passed. Motion *[to approve the Puget Sound Hockey Association to hold the Squirt Festival]*, by Katie Kusske (PNAHA Secretary/Secretary), seconded by Doug Kirton (Sno-King). No discussion. Motion passed. Dru Hammond (PNAHA President) asked that any interested parties willing to host the State B tournament please contact her. Floyd Johnson (Kitsap) and Christopher Raub (EYH) are interested and will let her know.

15. Old Business

- None.

16. New Business

- **Guide Book Changes:** Everyone was asked to please submit their Guidebook changes.
- **Website Requirements:** The President also requested that everyone please create a webpage on their local association websites that list the same information we require in the PNAHA Guidebook. She indicated that if they do that then the PNAHA Secretary/Treasurer can verify monthly that these updates are current. PNAHA can then take this information directly from their websites to update the Guidebook. Cooperation from everyone is appreciated.
- **Scholarships based on need verses pay for play:** The PNAHA President shared information recently gathered regarding scholarships, pay for play issues and the consequences for players. It has come to PNAHA's attention that players are being offered scholarships to play for pay at ages as young as squirt. One of these offers was recorded. Fortunately the family contacted PNAHA regarding this offer and wanted to know the consequences should they accept the financial contribution. Dru Hammond (PNAHA President) contacted Casey Jorgensen (Legal Counsel) regarding this issue and Casey issued a USA Hockey statement regarding this practice. She also encouraged associations that don't have official policies and criteria for scholarships that there is a need to draft official policies regarding the process in how scholarships are awarded for the protection of their players. Scholarships are based on need and the documentation required demonstrating this need must be defined clearly. Failure to do this could constitute "play for pay" and has long reaching consequences. Coaches need to be very careful in regards to offering compensation of registration, other fees and miscellaneous travel costs as trade to roster a player. Billeting is another issue where parents typically pay the billet fee. Offers to compensate for rostering as a billet is also considered "pay for play." All associations were reminded to speak with their coaches and advise them that as USA Hockey administrators and coaches have taken an oath to protect the amateur status of our players. Those found violating this responsibility will be dealt with harshly.
- Recruiting and tampering was also discussed. This subject is addressed in the Coaching Ethics pamphlet. The process in which to file complaints regarding recruiting and tampering is also explained in the Coaching Ethics pamphlet. This pamphlet can be found online. There apparently is a

misunderstanding with some Tier I teams regarding the right to recruit or tamper. Tier I teams do not have the right to recruit or tamper. The rules states, “contact with any player(s) should not occur during the progress of a season when the player’s team is still actively engaged in their schedule of play. The only exception would be regarding participation on a USA Hockey National team on a temporary assignment basis, where the player would be returned to his/her regular team at the conclusion of the assignment.” All associations that field Tier I teams are reminded to brief their coaches and parents regarding this issue.

17. Winter Meeting

- The PNAHA Annual Winter meeting will be held on January 3, 2009 at the Coast Wenatchee Center Hotel & Wenatchee Convention Center in Wenatchee, located at 201 N. Wenatchee Avenue. Room reservations can be made by calling (509) 662-4411. All members are reminded to make their room reservations prior to leaving the facility as availability changes during the hockey and skiing season.

18. Adjournment

- Floyd Johnson (Kitsap) [*motioned to adjourn*], seconded by Jeff Theiler (EYH). Motion passed. Meeting adjourned at 4:03 p.m.