

**MINUTES OF THE MEETING OF THE
BOARD OF TRUSTEES OF
NORTHEASTERN ILLINOIS UNIVERSITY
CHICAGO, ILLINOIS**

June 11, 2009

The meeting of the Board of Trustees of Northeastern Illinois University was convened on Thursday, June 11, 2009, at 4:23 p.m., in the Golden Eagles Room at Northeastern Illinois University, 5500 N. St. Louis, Chicago, Illinois. Walter W. Dudycz, Chair of the Board, called the meeting to order.

Roll was called and the following trustees answered present:

Carlos Azcoitia, Secretary
Carole Balzeksa (arrived at 5:00 p.m.)
Grace G. Dawson
Walter W. Dudycz, Chair
Edward Dykla
Jin Lee, Vice Chair
Eduardo Arabu

The following trustees were absent:

Omar Duque

Also present were the following:

Sharon K. Hahs, President
Jean A. Kelchauser, Assistant Secretary
Mimi Crespo, Assistant Secretary (in training)
Mark Dunn, Legal Counsel

University Provost, Vice Presidents and Staff

Approval of Minutes

Written Minutes of the meeting of April 9, 2009 and the Minutes of the Confidential Executive Session dated April 9, 2009 have been prepared and submitted. Chair Dudycz said that hearing no corrections, the Minutes stand as written.

President's Announcements

1. First Year Experience (FYE) Coordinator created the academic calendar in book form for the first time for every first year student. The front section has a welcome from President Hahs, followed by a weekly calendar and the different policies and offices that students need to know. It's fun and new and suits the character of Northeastern.
2. Unofficially, Summer 2009 enrollment has increased by 3%.
3. Northeastern won its first Golden Trumpet Award for the In Common Magazine. Carla Knorowski, Vice President of Institutional Advancement and Julie Wight, Director of Marketing, described the award as, the highest award given by the Publicity Club of Chicago and the most prestigious award in the Midwest for achievement in communications. NEIU competed against DePaul, IIT, UIC, Loyola and Northwestern Universities for this award.
4. Introduction of new employees: Mimi Crespo as Assistant Secretary replacing Jean Kelchauser and Roberto Sanabria, Director of University Outreach and Equal Employment.
5. Special remarks from Chairman Walter Dudycz and President Hahs on Jean Kelchauser's retirement and presentation of gift for 40 years of great service to Northeastern.

President's Report

President Hahs requested approval of the following items.

Dr. Dawson, seconded by Mr. Lee, moved to approve the Preliminary Fiscal Year 2010 University Operating Budget as follows:

In August 2003, in its effort to improve accountability for the use of public funds, the Illinois Board of Higher Education adopted *Recommended Actions to Expand and Enhance Public University Annual Operating Budget Review, Approval and Oversight*. The recommendations in that report include a new requirement that each public university adopt a "preliminary/estimated spending plan" prior to July 1 that includes:

- funding sources reported by, at a minimum, state-appropriated funds, university income funds, and all other non-appropriated funds, and
- expenditures by object of expenditure (e.g., personal services, contractual services, equipment)

This report provides the information required by the Board of Higher Education for the fiscal

year 2010 internal budget. The Northeastern Illinois University Board of Trustees is asked to approve the University operating budget that represents preliminary/estimated spending plans for the upcoming fiscal year beginning on July 1, 2009 and will be asked to approve the final detailed budget at the September 2009 Board meeting.

In September 2008, the Board of Trustees adopted the University's initial fiscal year 2010 budget request and forwarded that request to the Board of Higher Education for consideration. On January 27, 2009, the Board of Higher Education adopted its fiscal year 2010 budget recommendations and, on March 18, 2009, Governor Quinn announced his proposed operating budget for all of state government. At the time this report was prepared, the Illinois General Assembly had not taken final action on fiscal year 2010 appropriations. As a result, the budget outlined in this report is based on the state funding level included in the Governor's budget. Should actual fiscal year 2010 state appropriations differ from the Governor's budget, the budget brought to the Board for action in September will reflect those adjustments and the actual appropriation levels.

The preliminary/estimated spending plan for the University reflects all revenue sources available to support operating expenses during the fiscal year. The plan is comprised of two main sections based on state reporting requirements: unrestricted (state-appropriated funds, University Income Funds and unrestricted local funds), and restricted (primarily local grants and contracts). The unrestricted operating budget includes expenditures from revenue sources that are not restricted by statute, contract, or other requirement. The restricted operating budget includes expenditures from revenue sources that are restricted either by an external requirement or by an internal accounting policy.

Table 1 provides proposed expenditures by functional category (e.g., instruction, organized research) and object category (e.g., personal services, travel) by source of funds.

The budget for Northeastern Illinois University per this report includes \$43.8 million in state General Revenue Funds, an increase of \$425,200, or one percent, above the prior year appropriation. If the Illinois General Assembly funds University operations at this level, it would be the highest level of state funding since fiscal year 2002. However, even at this level, state funding to the University would remain \$1.6 million, or 3.4 percent, below the level appropriated to the University in fiscal year 2002.

With this proposed funding level comes a note of caution. The University budget currently considered by the Illinois General Assembly totals \$43.8 million in state funding. However, \$4.6 million, or 10.5 percent, of that funding is from the Federal Recovery Fund – Education Stabilization totaling \$4.2 million and General Stabilization totaling \$435,200. Those funds are likely available only for fiscal year 2010, which means the University may have a significant funding deficit in fiscal year 2011 unless the General Assembly finds a funding mechanism to replace the federal stimulus money.

As state funding decreases, the University increasingly relies on student tuition to support operations and compensate for the shortfalls in state funding. In fiscal year 2002, the mix of state appropriations to student tuition revenue was 69 percent to 31 percent. At the Governor's fiscal year 2010 budget level, the mix is 51 percent state funding and 49 percent student tuition. Based on prior year enrollment levels, the proposed fiscal year 2009 operating budget includes an increase of \$4.9 million in student tuition revenue. The combined increase in state funding and student tuition revenue will result in an expected increase of \$5.3 million in unrestricted operating funds in the coming fiscal year.

Our expenditure challenges, however, are significant. The most notable cost increases for next year are:

- Negotiated and non-negotiated salary increases, generally in the 3 percent range, requiring an estimated \$2.2 million,
- Continuation of certain Hispanic Serving Institution Initiatives, budgeted in the current year at \$1.5 million,
- Deferred maintenance funding to provide student fee relief, as identified by the Illinois Board of Higher Education, of \$665,000,
- Increased utility costs estimated at \$200,000,
- Unfunded sick leave and vacation payouts and additional retirement costs estimated at \$300,000, and
- Increasing costs for insurance and legal services and inflationary cost increases for postage, minimum and prevailing wage, technology software and maintenance, service contracts, purchased goods and contracted services, estimated at \$300,000.

Over the next few months, all departments within the University will work to compile detailed spending plans. At the September meeting, the Board will be asked to approve the fiscal year 2010 budget that provides the detailed revenue and expenditures plans by sources of funds and function and object expenditure line items.

Table 1
NORTHEASTERN ILLINOIS UNIVERSITY
Fiscal Year 2010 Operating Budget
by Function and Line Item

Functional Categories	Unrestricted				
	General	University		Restricted	Total
	Revenue	Income Fund	Local		
Instruction	\$ 24,627,600	\$ 24,722,900	\$ 2,607,200	\$ 1,584,000	\$ 53,541,700
Organized Research	176,600	199,300	28,000	332,000	735,900
Public Service	637,600	721,800	350,000	15,100,000	16,809,400
Academic Support	3,899,300	3,833,700	500,000	67,000	8,300,000
Student Services	1,471,800	1,559,400	4,272,200	9,980,000	17,283,400
Institutional Support	6,232,800	5,638,500	2,400,000	41,000	14,312,300
Operations and Maintenance	5,548,800	5,659,300	458,000	96,000	11,762,100
Independent Operations	-	-	5,275,000	216,000	5,491,000
Others/Awards & Grants	170,000	147,000	3,200,000	-	3,517,000
Health Insurance Reserve Fund	1,072,600	-	-	-	1,072,600
Total	\$ 43,837,100	\$ 42,481,900	\$ 19,090,400	\$ 27,416,000	\$ 132,825,400

Amounts rounded to nearest hundred dollars.

Line Item Categories	Unrestricted				
	General	University		Restricted	Total
	Revenue	Income Fund	Local		
Personal Services	\$ 40,822,100	\$ 26,733,300	\$ 3,997,400	\$ 8,610,000	\$ 80,162,800
Contractual Services	1,134,700	11,537,600	5,403,300	6,800,000	24,875,600
Travel	-	220,000	105,900	120,000	445,900
Commodities	-	950,000	685,800	520,000	2,155,800
Equipment	200,000	1,500,000	527,700	130,000	2,357,700
Telecommunications	-	600,000	463,100	22,000	1,085,100
Operation of Auto	-	21,000	88,100	1,000	110,100
Awards/Grants/Tuition Waivers	-	170,000	3,312,900	10,190,000	13,672,900
Permanent Improvements	-	350,000	-	-	350,000
Benefits/Social Security/Medicare	437,700	400,000	231,700	1,006,000	2,075,400
Health Insurance Reserve Fund	1,072,600	-	-	-	1,072,600
Other	-	-	4,274,500	17,000	4,291,500
Program Specific Appropriations	170,000	-	-	-	170,000
Total	\$ 43,837,100	\$ 42,481,900	\$ 19,090,400	\$ 27,416,000	\$ 132,825,400

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Mr. Dykla, seconded by Mr. Arabu, moved to approve Noresco as the University's energy services company as follows:

At the February 11, 2009 meeting, the Board of Trustees received an overview of and discussed the University's plans to proceed with an investment grade energy audit and an energy performance contract that will result in the implementation of energy conservation measures. Energy performance contracts are authorized by the Illinois Compiled Statutes and many universities in Illinois, and colleges and universities nationally, are turning to these contracts to reduce energy consumption. In practice, funds generated by the energy savings are used to repay the cost of installing energy conservation measures.

As discussed in February, reducing energy consumption is critically important to the University for several reasons. Most important, natural gas and electricity costs at Northeastern have increased 77 percent, or \$1.2 million, over the past four years and, without energy savings measures; these costs will continue to command an increasing share of our operating budget. Also, it is important that the University demonstrates to our students and the community that we are a good steward of our resources by reducing energy costs and a good citizen by protecting the environment.

Also discussed in February were the advantages of using performance contracts to achieve energy conservation measures. These include the implementation of energy conservation projects that are not dependent on state capital funding, a short implementation timeline, and the experience and technical expertise of an energy service company to conduct the energy audit of University facilities to identify energy saving opportunities.

At the April 9, 2009 meeting, the Board received another update on performance contracting and it was reported that the University received responsive proposals from five energy service companies that were interested in working with the University. Those were Ameresco, Energy Services Group, Honeywell, Noresco, and Siemens.

After an extensive review of the proposal, and with assistance from our technical consultant, three companies were invited for on-campus interviews. On May 14, 2009, Ameresco, Honeywell, and Noresco were on campus, each for an extensive two-hour interview. During this interview, members of the selection committee were able to ask questions and the three companies were able to provide clarification and additional technical and non-technical information.

Based on the committee rankings from the initial submissions, rankings of the on-campus interviews, and reference checks, it is recommended that the Northeastern Illinois University Board of Trustees approve Noresco as the University's energy services company. Noresco will work with the University on the completion of an investment grade energy audit. Based on Noresco's proposal, it is anticipated that the energy audit will not exceed \$120,000. Should the energy audit identify energy conservation measures that

satisfy University and State of Illinois payback requirements and other contractual requirements, an additional request will come to the Board to approve the energy conservation projects and associated financing.

Below is a very preliminary list of energy conservation projects that Noresco identified as part of its initial proposal. These and other projects will be explored in more detail during the energy audit.

Project	Cost	Savings
1) Lighting Upgrades	\$ 822,270	\$ 89,911
2) New Water Fixtures and Valves	321,841	33,149
3) New Building Automation Controls	1,049,572	107,364
4) Co-gen System Upgrades	998,575	399,940
5) High Temp Hot Water Upgrades	166,156	34,128
6) New Chiller Variable Speed Drive	447,603	51,318
7) Chiller Re-certification	132,080	0
8) Chiller Plant Pumping Upgrades	685,039	17,269
9) VAV Conversion	1,656,924	205,112
10) HVAC Upgrades (New Equipment)	1,526,250	19,266
11) CCICS (New Equipment Upgrades)	458,405	26,425
TOTAL	\$8,264,715	\$983,882

The estimated payback period for all projects is 8.4 years.

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Dr. Azcoitia, seconded by Dr. Dawson moved to **approve Adjustments to the Reserve**

Limits for Non-Indentured Entities as follows:

Northeastern Illinois University and most governmental entities use fund-based accounting systems. These systems require that restricted monies be held in separate accounts so that those funds are kept segregated from other funds.

The Illinois General Assembly, through its Legislative Audit Commission (LAC), recognized the use of fund accounting and, in consultation with the Illinois public universities, adopted *LAC University Guidelines* to establish uniform fiscal procedures and controls for the Illinois public universities. First adopted in 1982 and amended in 1997, the *Guidelines* provide direction not only to the universities in establishing and maintaining appropriate fiscal procedures and controls but also to assist the Office of the Auditor General by providing the standards to which Northeastern and all other Illinois public universities must adhere.

The *Guidelines* recognize the need for these University accounts to acquire and accumulate resources for long-term purposes, such as equipment replacement, repair and maintenance of facilities and other similar purposes. At the same time, the *Guidelines* established limits for the accumulation of funds in these restricted accounts so entities do not accumulate funds beyond a reasonable level.

The *Guidelines* include a formula to determine the maximum allowable reserves for revenue bond entities and non-indentured entities. The entities at Northeastern Illinois University subject to the reserve limits are Student Fee Programs, Public Service, Student and Staff Services, Service Departments, Other Educational Services, Educational Contracts, Other Auxiliaries, and Parking Lots.

The *Guidelines* allow reserve accumulations for non-indentured entities up to the sum of the following:

- 5% of building and building improvement replacement costs,
- 10% of historical costs of parking lots, and
- 20% of historical costs of movable equipment.

It should be noted that these reserves do not represent cash balances in these various accounts. Instead, these reserve limits represent the limit on accumulated cash based on the statewide reserve formulas. Because the cost basis for these assets changes annually, the calculated reserve limits need to change annually. The *Guidelines* and the *Northeastern Illinois University Board of Trustees Regulations* require approval by the Board of Trustees for adjustment to those reserve limits and each June, the Board is requested to adjust those limits for the current fiscal year based on the formulaic calculations.

Approval is requested for the following Reserve Limits for Non-indentured Entities:

Reserve Limits for Non-indentured Entities

Entity	June 2008 Approved Amount	Requested Change	Adjusted Total
Student Fee Programs	\$2,370,827	\$169,333	\$2,540,160
Public Service	\$1,102,318	\$72,368	\$1,174,686
Student and Staff Services	\$606,683	\$30,157	\$636,840
Service Departments	\$2,224,956	(\$191,727)	\$2,033,229
Other Educational Services	\$1,139,942	\$139,481	\$1,279,423
Educational Contracts	\$212,118	\$16,971	\$229,089
Other Auxiliaries	\$1,587,622	(\$5,207)	\$1,582,415
Parking Lots	\$574,075	(\$12,693)	\$561,382

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Dr. Dawson, seconded by Mr. Lee, moved to **approve Blackboard Computer System** as follows:

Board approval is requested for the continuing support for academic courseware applications from July 1, 2009 through June 30, 2012. The expenditure represents a three-year extension of services from Blackboard, Inc. to provide the Blackboard Learning System as the campus course management system.

The Blackboard Learning System is used by University faculty to support and enhance course delivery and student learning. The system facilitates on-line course documents, group communication, discussion boards and chat rooms; and course management

tools.

The Enterprise version of the Blackboard Learning System provided under this contract supports a significant number of faculty using Blackboard and includes the functionality needed to support seamless integration with NEIUworks, the campus administrative information system. The contract includes the following services:

Blackboard Enterprise Learning System License
Blackboard Enterprise Data Integration License
Blackboard Enterprise Test and Development Server
Blackboard Managed Hosting Services
Blackboard Additional Bandwidth Add-On (1 Mb)
Blackboard Additional Storage Add-On (250 GB)

CONTRACT COST: Year 1: \$146,905
 Year 2: \$154,705
 Year 3: \$163,105
 Total: \$464,715

SOURCE OF FUNDS: Technology Initiative Fee

RECOMMENDED VENDOR

Blackboard, Inc.
1899 L Street NW, 5th FL
Washington, DC 20035

Roll was called and the vote was as follows:

Azcoitia	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

President's Special Comment

Dr. Hahs asked Mark Wilcockson, Vice President of Finance and Administration, to comment on changes in capital funding. Mr. Wilcockson explained that construction costs vary according to different counties in Illinois. For example, labor costs are much higher in Chicago than in Edwardsville. Fortunately, the State of Illinois, for the first time, has recognized the different costs between counties and has developed a set of

guidelines that Northeastern can use to increase capital funding.

Board Committee Reports

Building and Grounds – Chair Dykla gave the Construction Update as follows:

Building A Remodeling:

- The remodeling of Building A, which will house the College of Business and Management, faculty offices and classrooms, has a planned completion date of July 15, 2009.
- It is anticipated that faculty will move into the building in mid-August and the classrooms will be available in October.

Building A Site Work:

- In conjunction with the Building A remodeling, this project provides new entry sidewalks, benches, lighting and parking lot improvements, included sealing and restriping the entire Lot A.
- The project has an estimated completion date of September 2009.

Education Building:

- The Governor and General Assembly included planning and construction funds for the Education Building in the proposed fiscal year 2010 capital budget. Final approval of the statewide capital program is still under discussion.

Emergency Notification System:

- This project installs a wireless emergency notification system, including a public address system and electronic message boards at each University campus. The system will be networked allowing messages to be initiated from any campus to any other campus using prerecorded messages or live voice.
- Installation of the new system is complete and testing should be completed this month.

CCICS West Face Façade Repairs:

- This work is the second of four phases which reconstructs the parapet walls, repairs window lintels and grinds and repoints all brick masonry joints that are required as on-going maintenance by the City of Chicago Exterior Wall Ordinance.
- The Board approved this project in April and it has an estimated completion date of August 2009.

Academic and Student Affairs – Chair Dawson asked Provost Frank to give an

update on the status of the new Doctoral Program in Global Leadership.

The Provost said he is in the process of establishing a new committee that will meet in Fall 2009 to review the proposal for the doctoral program. The new committee must consult with the Illinois Board of Higher Education (IBHE) and with the Higher Education Commission of the North Central Association to determine the steps the committee must take to submit the proposal to the commissions. The new doctoral program would be a change in mission for Northeastern and would require a different level of review.

Dr. Azcoitia asked the Provost about the duration of the study. The Provost replied that it depends on the IBHE and in particular what the North Central Association has to say to guide the committee through this new process.

Legal Counsel Report

Mr. Dunn said that a copy of Legal Counsel Report No. 71 has been provided. Mr. Dunn also gave the trustees a memo regarding recent legislation from Governor Quinn's Office. Mr. Dunn discussed the following legislation that affects the University. The two bills that were recently passed are:

1. **SB54** changes the current Ethics Act in some significant ways. First, the language prohibiting anonymous complaints has been stricken from the statute, so now anonymous complaints can be made to the Office of Executive Inspector General (OEIG). Second, every state agency must now certify in writing that every employee has completed their ethics training test. Third, the Executive Ethics Commission will have jurisdiction over all Chief Procurement Officers, procurement compliance monitors and their respective staff.
2. **SB189** changes the law with respect to the Open Meetings Act and the Freedom of Information Act (FOIA). First, there will be more online training for state employees on the Open Meetings Act. The University will have to designate who will receive the training. Second, the Attorney General's office has replaced the Public Access Counselor with a Public Access Officer. The Public Access Officer will have control over which documents are produced pursuant to FOIA requests. Further, higher scrutiny has been placed on the Personal Privacy Exemption and Preliminary Draft Exemption. The burden of proof is now on the state agency to show that certain documents are exempt from FOIA.

Old Business

Dr. Azcoitia asked for an update on the recruitment for the cohort for the Type 75 at El Centro. Dean Gillette from the College of Education stated: 5 students have applied for the Leadership cohort and 8 students have applied for the Reading cohort. The University continues to advertise for these programs.

New Business

Dr. Azcoitia, seconded by Mr. Lee, moved to elect Mimi Crespo as Assistant Secretary to replace Jean Kelchauser, effective July 1, 2009.

Roll was called and the vote was as follows:

Azcoitia	Yes
Balzekas	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Chair Dudycz read the following resolution honoring Student Trustee Eduardo Arabu's service on the board this past year:

Resolution Honoring Eduardo Arabu

WHEREAS, Eduardo Arabu Jr. was elected to serve as the Student Trustee on the Northeastern Illinois University Board of Trustees from July 1, 2008 through June 30, 2009; and

WHEREAS, Eduardo Arabu Jr. is a business administration major with an emphasis on marketing and a minor in public administration; and

WHEREAS, Eduardo Arabu Jr. has served as a Northeastern Illinois University Representative to the Illinois Board of Higher Education Student Advisory Committee; and

WHEREAS, Eduardo Arabu Jr. serves as president of the Northeastern Illinois University Marketing Club; director of the Office of Programs of the Illinois Student Association; founder and president of the Northeastern Illinois University Model United Nations; and University Ambassador of Northeastern Illinois University; and

WHEREAS, Eduardo Arabu, Jr. was elected in April 2009 to serve as President of the Northeastern Illinois University Student Government Association;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Northeastern Illinois University honors Eduardo Arabu Jr. and expresses its sincere gratitude for his exemplary service.

Chari Dudycz announced the Calendar of Meetings for 2010. April 2010 meeting will be

held at CCICS.

Dr. Dawson announced her appreciation and gratitude to Jean Kelchauser and Eduardo Arabu for a job well done.

Mr. Dykla thanked all those involved in the Lech Walesa hall dedication, especially President Hahs, Dr. Carla Knorowski and her staff. Dr. Knorowski said it was a University-wide effort. The dedication was recognized throughout the world in various publications. Chair Dudycz thanked Alderman Laurino and his predecessor Nancy Masterson and former Governor Rod Blagojevich.

Dr. Azcoitia announced that the last three events he attended at Northeastern were very well organized. He would like to give special thanks to David Rutschman and Mireya Rivera from the ENLACE program for organizing the Summit addressing Latino students. The topic for the event was graduation and retention and it was attended by over 100 individuals.

Opportunity for Public Comment in Accordance with Public Act 91-0715

Chair Dudycz noted that an Opportunity for Public Comment was provided.

Convene in Executive Session

At 5:29 p.m., Mr. Lee, seconded by Dr. Dawson, moved to convene in executive session to consider: 1) the employment of employees, as permitted by Section 2. (c) (1) of the Open Meetings Act; 2) collective negotiating matters, as permitted by Section 2. (c) (2) of the Open Meetings Act; 3) pending, probable or imminent litigation, as permitted by Section 2. (c) (11) of the Open Meetings Act; and, 4) discussion of minutes lawfully closed under this Act, as permitted by Section 2. (c) (21) of the Open Meetings Act.

Roll was called and the vote was as follows:

Azcoitia	Yes
Balzekas	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Reconvene in Open Session

At 7:07 p.m., Mr. Lee, seconded by Dr. Azcoitia, moved to reconvene in open session and it was unanimously approved.

Mr. Dykla, seconded by Mr. Lee, moved that the **Board of Trustees instruct the Board's counsel to prepare an amendment to the contract of the President to increase her salary effective January 1, 2009 to the total amount of \$261,000.**

Dr. Azcoitia and Dr. Dawson continued the discussion regarding the proposed increase.

Roll was called and the vote was as follows:

Azcoitia	No
Balzekas	Abstain
Dawson	No
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Chair Dudycz stated that the motion carried and the Board Counsel is instructed to follow the dictates of the motion.

Adjourn

At 7:12 p.m., Mr. Dykla, seconded by Dr. Azcoitia, moved to adjourn.

Roll was called and the vote was as follows:

Azcoitia	Yes
Balzekas	Yes
Dawson	Yes
Dudycz	Yes
Dykla	Yes
Lee	Yes
Arabu	Yes

The motion carried.

Walter W. Dudycz, Chair
Mimi Crespo, Assistant Secretary