

BOARD MEETING

January 3, 2005

President, Bob Stouthamer at 8:00 AM, called the meeting to order. Other board members present were: Jim McGuire, Glen Carroll, Dick Lemoine, Earl Bell and Fred Suess. Absent: Bill Allen. There were nine guests present throughout the meeting.

Bob Stouthamer stated that former president; Jim Pavolko has resigned and is being replaced by Earl Bell for the remainder of his term.

The minutes of the December 6, 2004 meeting were read and approved with minor correction.

Retiring treasurer, Lyle Bakken, submitted the treasurer's report. Lyle reported a December 31, 2004 closing balance of \$5,498.49. He also indicated the club is in good financial condition and he expects the clubhouse to be paid off in FY 2006. The current debt is approximately \$51,800. Lyle indicated the CR-7 report is ready for audit and will be submitted to SCWRC soon.

Matt Szydlowski reported that arrangements for the CLUBHOUSE DEDICATION set for January 29, 2005 are underway. It will include hot dogs, refreshments and 3 softball games preceded by a 30-45 minute ceremony. The sponsors have been invited with a special invitation given to Dana Moore of Liberty Buick. People from PFC Direct have volunteered to man the grill. Arrangements for local radio coverage are also being pursued. Dave Bennett and Linda Murray of the Recreation Center will assist Matt. Ken Skinner volunteered to take care of field preparation and coordination of the games.

MEMBERSHIP was reported to be 267 players by Loran Swanson. 36 new players joined in 2004. We have 13 teams in the AL and 12 teams in the NL. There was a discussion on how we honor players who died during the year. Their names will be read during the annual banquet and the recreation center will be contacted in regards to lowering the flag at the first game of the season in October.

SPONSORS/MARKETING – Dick Lemoine & Dennis Raczak reported we have 18 team sponsors and Sun City has 8. Two billboard spots are available at Liberty Field. Dick is working on getting those spots filled.

CLUBHOUSE – The clock is installed but not hooked up. Water leaking during rainy times continues to be a problem. Larry Griffith of SCWRC is aware of the problem. A motion was made to purchase mats for the urinals. Motion passed 6-0.

Ray Early reported no UNIFORMS are required in 2005. He is experimenting with balls from a different manufacturer, as they seem to be livelier. Further action on the balls was tabled. Jim McGuire will be the board member working with Ray on equipment and uniforms.

Jerry Bianchi agreed to continue with FIELD MAINTENANCE in 2005. It was decided that the manager of the home team of the 3rd game of the day be responsible for dragging the infield prior to the 4th game. This will improve the field condition for the later games. The board expressed their thanks to Jerry for the good service he has provided.

A discussion of the field drainage problem was entered into and was tabled for a later visit after the clubhouse has been paid for after 2006.

OLD BUSINESS

- (1) Perimeter Lighting – Bob Stouthamer will pursue a sensor to activate the perimeter lights.
- (2) Bulletin Board Cover – An exterior grade bulletin board was called for but the board provided leaks when it rains. Bob Stouthamer will pursue a cover design and take it the recreation center in hopes of solving this problem.
- (3) Clubhouse Keys – Donations for coffee and donuts have been missing. A motion was made and seconded to have a lock installed on one of the drawers in the concession building for

storage of cash and valuables during the games. Also, we proposed to rekey the existing pad and locks to the concession door and restrooms since many construction workers have these keys. Bob Stouthammer will present all these changes to the recreation center for approval before any action. Motion passed 6-0. Access control after new keys are made was tabled.

- (4) Membership Dues – Money and forms are coming to the treasurer Dick Lemoine and to Fred Suess. Fred will in charge of updating the member information.

NEW BUSINESS / ISSUES / CONCERNS

- (1) Recreation Board member Carl Elitz volunteered his assistance to the club.
- (2) Bob Stouthamer will contact Bill Atherton and advise him of the okay for use of the field January 16, 2005 at 1:00 PM for a 70's tournament.
- (3) Friday Co-Ed League – Glen Carroll will work with them and encourage the formation of additional teams. He will advise them that the board wishes all managers in this league to be members of the SCW Softball Club.
- (4) New Tri-Cities League – A league consisting of co-mingled teams from the Organizations previously in this league are being proposed. An attempt will be made to have an A and B division. Bob Stouthamer is working on this on behalf of the club. Estimated start date is February 12, 2005.
- (5) Spring Fling – The date for a NL tournament was set to be March 4, 5 and 6th. A similar AL tournament was set for March 18, 19 and 20th. Ken Skinner will be in charge along with Bill Allen of the board.
- (6) Summer League – Dennis Farrar and Glen Carroll agreed to organize this league with assistance from last years' organizer Carl Johnson, who will be contacted by Glen.
- (7) By-laws – Board members were requested to review By-laws prior to the next meeting.
- (8) Golf Tourney – Dick Lemoine agreed to start organizing the tourney and to contact the recreation center for a possible SCW venue in the next few days.

2005 COMMITTEE CHAIRMEN

a. American League Concerns	Jim McGuire
b. National League Concerns	Glen Carroll
c. Audit	Jim McGuire
d. Budget & Finance	Jim McGuire
e. Marketing	Dick Lemoine
f. Membership	Loran Swanson .
g. Planning	Earl Bell
h. Safety	Don O'Mara
i. Special Events	Bill Allen
j. Sponsors	Dick Lemoine
k. Uniforms & Equipment	Jim McGuire

ITEMS DISCUSSED WITHOUT FURTHER ACTION

1. Barbecue Grill
2. On-Deck Circles
3. Concessions during games/events

Meeting adjourned at 10:57 AM

NEXT MEETING: Monday, February 7th at 9:00 AM
Round-Up Room – SCW Men's Club

GENERAL MEMBERSHIP MEETING: Monday, February 14th at 1:00 PM
Social Hall, SCW

Respectfully submitted,

Fred Sues,
Secretary

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BOARD MEETING
February 7, 2005

President Bob Stouthamer called the meeting to order at 9am. All seven board members were present along with four guests.

The minutes of the January 7, 2005 meeting were approved without change.

Treasurer, Dick Lemoine provided a cash flow report for the period of 1/01/05 – 01/31/05/. The cash balance increased during that period from \$5,498.49 to \$10,672.94 with the bulk of revenue coming from annual membership dues. The report was approved.

Loran Swanson reported a current membership of 234 players. Treasurer, Dick Lemoine reported all members have paid their dues.

It was reported that a few non-rec cardholders have been observed practicing regularly during the open practices. These players were identified to be on the Sidewinders and Bob Stouthamer will address the matter with that organization.

SPONSORS – Dick Lemoine indicated we have a new outfield sign sponsor – Capital Title Agency (CTA). Also a new sign for Liberty Buick is being worked on. Dick expressed gratitude to Paul Turley for his artistic skills and the work he has done with the signs. A program to recognize sign and team sponsors more regularly both as individuals and as a club will be pursued by Dick Lemoine and Bob Stouthamer.

BUDGET & FINANCE – Jim McGuire will develop a line item budget for 2005.

UNIFORMS & EQUIPMENT – Ray Early reported all uniform shirts except one set are being used this session. Also, eighteen (18) dozen new 375/44 core Dudley “Thunderheat” balls are on order. Nine (9) dozen will be for use at Sun City and nine (9) dozen at Sun City West. Motion made and seconded to purchase four (4) dozen of the same balls strictly for practice at Liberty Buick Field. Motion defeated 4-2.

SPECIAL EVENTS – Bill Allen will be in charge of the Spring Fling Tournament for NL players scheduled for Friday-Sunday, March 4-6. Help is forthcoming from Ken Skinner. Players will wear their team shirts due to lack of extra shirts. Entry fee per player will remain at \$5.00.

FIELD MAINTENANCE – Starting immediately, Earl Bell will determine if Liberty Buick Field is playable or not when it rains or any other unforeseen event occurs. In the event Earl is not available, he will appoint an alternate. Earl will contact Jim McGuire (AL), Glen Carroll (NL) and Ken Skinner (Webmaster) early in the morning of the day a questionable situation arises. When closed, signs will be posted at the field to advise all potential users. Also, the SCW field phone will have a recorded message when the field is closed. Players can access this message by calling 544-6157 or 544-6158. When closed, all portions of the field including the grass are **OFF LIMITS!** Damage to the outfield grass has been observed from players using it when too wet.

PLANNING CALENDAR – Earl Bell is working on a calendar of all events at the field, board meetings, general meetings, elections, etc to be posted on the field bulletin board.

CLUBHOUSE DEDICATION – has been rescheduled for Saturday, February 26 at 11:00 A.M. Three games are planned along with free hot dogs, soda, etc. Lots of planning has gone into this by Matt Szydowski, Ken Skinner and Bob Stouthammer. A large crowd of spectators is hoped for.

BBQ GRILL – The grill fund is at \$556.00. An extended discussion opened the possibility of installing a permanent grill that would not have to be removed and stored. Ray Early will pursue this and get some cost figures. Motion made and seconded that grill purchase be deferred for rest of year. Motion carried 4-2. Meanwhile, Rec Center will deliver, clean and remove a grill as requested by the club.

GOLF TOURNAMENT – Second annual golf tournament is scheduled to be held at the Sun City Country Club, 9439 N. 107th Ave. in Sun City on April 3, 2005. Fees are as follows:

Golf Only - \$40.00 per person

Golf & Dinner - \$65.00 per person

Dinner Only - \$25.00 per person

Golf Committee Chairman, Dick Lemoine, promised a plethora of prizes.

Golf Other Committee Members are:

Bill Allen	Peg Swanson
Dutch Walton	Joe Muldoon
Jim McGuire	Joe Owen (SC)
Wayne Mitchell	Tait Douglas (SC)

The board unanimously approved the Golf Committee's request to proceed with all their proposals via motion and vote.

CLUBHOUSE DROP BOX – Dick Lemoine was authorized to purchase and have installed a drop box for player suggestions, dues, etc at Liberty Buick Field. This will expedite dues collections and communication with board members.

CLUBHOUSE CONSTRUCTION ISSUES – The following issues concerning the clubhouse have been addressed with great cooperation from Mr. John D'Otavio of the Rec Center:

- 1) Clubhouse Water Leakage
- 2) Perimeter Lighting
- 3) Bulletin Board Leaks
- 4) Security Locks

Chairman Stouthamer reported that all these items either have been resolved or are in the last stages of resolution.

OTHER ITEMS DISCUSSED:

- A. An American League tournament is scheduled for April 15, 16 & 17. Bob Stouthamer will assist Bill Allen with this tournament.
- B. A Tri-Cities League is underway. A total of 11 Teams, consisting primarily of Sun City Grand and American League players has been formed. Play is scheduled for Saturdays using the fields at SCG, SCW and SC.
- C. Dick Lemoine was authorized to purchase and have installed a case for Hall of Fame plaques at the exterior of the clubhouse.
- D. Ray Early was authorized to purchase (2) secretary chairs for use by the scorers. These chairs sell for about \$40.00 each at Office Max.
- E. Summer League – Glen Carroll and Dennis Farrar will coordinate the summer league.

- F. Firemen – Bill Allen, Ken Skinner and Bob Stouthamer will investigate having a fundraiser game with the SCW firemen.
- G. Picture Days – This year picture days are as follows:
 - Tuesday, Feb. 22nd – National League
 - Thursday, Feb. 24th – American League

All pictures will be taken at the Sun Bowl Field in Sun City. The bye team players are urged to show up prior to the first game in order to minimize disruptions.

- H. Concessions Committee – Dick Lemoine will solicit volunteers to handle concessions for special occasions and regular games. Some players will have to obtain a food handlers license.
- I. Ken Klomhaus performed an audit of the 2004 books and no discrepancies were reported. The board thanks Ken for this effort.
- J. “Last – but – not – least” – Lyle Bakken will obtain and file special IRS forms for non-profit organizations with revenue over \$25,000. We anticipate exceeding this limit in the near future.

General Membership Meeting Feb. 14 at Lecture Hall 1:00pm

Meeting adjourned at 11:50 am

Next Meeting –March 7 2005, in Lecture Hall at 8:00am.

Respectfully submitted,

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Fred Sues,
Secretary

General Membership Meeting
Monday, February 14, 2005

Chairman Stouthamer counted the members present at the start of the meeting and concluded that the 45 members required for a quorum were NOT present so NO BUSINESS could be conducted. This includes voting on the proposed by-law change. The secretary counted 36 members present including 6 of 7 board members.

As a courtesy to those present, the meeting was continued on an information only basis.

Guest speakers Todd Patty and Larry Griffith of the RCSCW discussed the field condition and the new irrigation system planned for this summer as well as building lighting issues being addressed. The club members expressed their gratitude for the outstanding effort by the Rec Center personnel in maintaining the field with special mention of Robert Pena and his crew.

Board members discussed their various responsibilities and the reader is referred to the minutes of the February 7, 2005 board meeting for information on those topics.

Other items mentioned were:

- (1) The debt on the Liberty Field Clubhouse is now at \$37,124.37 and this should be reduced to approximately \$22,000 by year-end.
- (2) White, knit golf shirts with the players name and club logo are being ordered for those who want them. Cost is expected to be about \$35.00. Anyone interested should contact Bob Stouthamer.
- (3) AOL has locked out e-mail to members from the club as spam. Ken Skinner is working on this.
- (4) Members are encouraged to watch videos on proper umpiring available from Ken Skinner on a SHORT TERM loan basis.
- (5) Jerry Bianchi is willing to teach interested players the proper way to drag the infield between games.

Respectfully submitted,

Fred Suess, Secretary

SUN CITY WEST SOFTBALL CLUB BOARD MEETING

May 2, 2005

President, Bob Stouthamer opened the meeting at 7:58AM. With the exception of Glen Carroll all board members were present. Glen was excused for medical reasons. A total of 5 other club members were present.

The minutes of the April 4, 2005 meeting were approved as posted.

Treasurer Dick Lemoine presented his report, which was approved without change. Total cash in during April 2005 was \$1,455.06 including a profit of \$1,015.36 generated by the golf tournament. Outflow totaled \$724.93 leaving a balance of \$8,699.58 as of 4/30/05. The coffee fund is now self-sustaining.

Marketing Billboards: Dick Lemoine reported there is space for 3 more billboards on the outfield fence. The contracts for 13 of the existing boards are due to expire sometime in 2005, however, 10 of those will likely renew for another 3-year term. The 3 billboards which may not be renewed, will be replaced by 3 others in negotiation. We continue to project retirement of the clubhouse building debt by early 2006 with billboard revenues.

Field Maintenance: Earl Bell reported the following:

- 1) Flagpole lighting was checked and found to be ok.
- 2) The tilting planter will not be leveled.
- 3) Sun City used about 1/3 of the lime used by SCW for striping the field. Earl will investigate.

Planning: 1) October 25, 2005 is the scheduled start date for the fall leagues.
2) The SCW field will be closed for overseeding and maintenance Oct 3, 2005 to Oct 17, 2005.
3) Summer practice times are 7-9AM starting immediately.

NL ISSUES – None

AL ISSUES – The AL is intending to form a committee to deal with rules, etc in a similar fashion as has been done by the NL over the past several years.

CONCESSIONS: Bob Stouthamer is working with George Karras to define how to best handle concessions. This will be discussed at a later meeting.

PICNIC AREA / PATIO and SMOKING AREA: RCSCW denied our request for a picnic area between the swimming pool and the left field foul line. A pathway to an existing patio is being built and that patio will be the designated smoking area. The stands, dugouts and field will be posted NON-SMOKING per RCSCW mandate.

SUMMER LEAGUE: The second summer league session will start June 16 and will run about 7 weeks. Both AL and NL players will combine to form the teams. Glen Carroll and Dennis Farrar will continue as coordinators.

NEW BUSINESS: 1) Accidents resulting in injuries at the field should be reported to Bob Stouthamer. A SCR-14 accident form is required by the Rec Center.

2) The possibility of several tournaments early October was discussed. No specific action was taken.

3) A Lost and Found cabinet will be designated inside the concession area.

4) The October 3, 2005 general membership meeting consisting of a pancake feast was discussed. Location and time to be announced.

The meeting was adjourned at 9:53 AM

The next board meeting is scheduled for: Monday, Sept 5, 2005

8 AM

Lecture Hall,

SCW

Respectfully submitted,

Fred Suess,
Secretary

Sun City West Softball Club
General Membership Meeting Minutes
Monday, October 3, 2005 12:30 PM

With an attendance of 86, a quorum was present.

President Bob Stouthamer called the meeting to order at 12:40 PM and introduced the current board members.

Todd Patty, RCSCW Environmental Services Manager described recent improvements to Liberty Field including:

*New sprinkler system
Overseeding
Laser Leveling of Infield
Dugout improvements
Pathway to smoking area*

The Liberty Field Clubhouse represents a total investment of \$227,000 and nearly all of this has been paid back to RCSCW with revenues received from donations and billboards. It is expected that the entire amount will be paid by year-end.

The 2005-2006 tournament schedule was discussed. The first tournament is the women's tournament Nov. 5-6, 2005. Proceeds will go to support breast cancer research.

SCW Softball Club logo polo shirts are available at \$25 each. Windbreaker jackets and T-shirts will be available soon.

Long Range Plans for the use of billboard funds after the debt is fully retired were presented. They include the following:

- a. Ramada's & Picnic Area, W/Barbecue adjacent to Liberty Field*
- b. New Stadium Seating for Stands to replace Existing Bleachers*
- c. Permanent storage building to replace existing one next to 3rd base dugout.*
- d. New sunken dugouts*
- e. Misting Systems, Dugouts & Seating Area*
- f. Concession Area*
- g. Purchase machine to simulate fly balls to outfielders during practice sessions*
- h. Purchase screens to protect infielders during practice session*
- i. Create small patio area next to clubhouse on 1st base side*
- j. Purchase new foul poles and install new foul line markers*
- k. Install new bulletin boards in dugouts*
- l. Pitching machine*

Future softball club boards will prioritize these projects.

By-law Change: A vote was taken on the proposed by-law change dated September 14,2004. This change would have required future SCW softball club boards to consist of at least 3 members from each of the NL and AL. The proposal was defeated by a count of 75 against and 0 for with the rest abstaining.

Vote on Article VIII section B dealing with waiver of fees for Sun City players playing on combined teams at Liberty Field. This vote is required on an annual basis. Prior to the vote, a lively discussion was held with both sides of the issue presenting strong

argument. The motion to extend the waiver and continue to co-mingle players from both cities passed by 52 for and 20 against with the remainder abstaining.

2006 SCW Softball Club Board Candidates were introduced by President Stouthammer and were afforded the opportunity to make a statement. A total of 11 candidates are running to fill 4 positions. Voting is scheduled for Nov 8 and Nov 10, 2005 at Liberty Field.

Respectfully submitted,

Fred Suess, Secretary

Board of Directors Meeting
Monday, November 7, 2005

President Bob Stouthamer called the meeting to order. All six board members were present at the meeting as well as Dennis Farrar, Lyle Bakken, Ray Early and Loran Swanson. Ken Skinner was also present for a portion of the meeting.

Approved: 1.) Minutes of the October 4, 2005 meeting
2.) Treasurers Report for October 31, 2005
Cash in during Oct. 2005 = \$ 2,609.88
Expenses during Oct. 2005 = 1,431.43
Balance as of Oct. 31,2005 = \$10,097.24

First Annual Women's Tournament – Tournament was a great success with 5 teams involved. Approximately \$3,000 was raised for Bosom Buddies breast cancer research. Kudos to Loran Swanson and Gary Kelley for their efforts along with many others.

Membership: Ken Skinner agreed to maintain a SCW membership database under the direction of the Club Secretary. Currently records are being kept by a number of individuals including Loran Swanson and Mike Graham who keeps league records.

Marketing: 13 billboards are due for renewal in January 2006. Dick Lemoine who has retired from this responsibility identified a number of potential new advertisers. We expect the billboards to continue and Bob Stouthamer will seek a committee to handle this project.

Uniform Shirts: 7 sets of new uniform shirts have been received including those for 2 new sponsors (VFW and Desert Rose). Retired shirts will be offered to the sponsors or donated to local clubs or schools.

Tournaments:

January 2006 – Cardiac Event players tournament (New)
February 2006 – 70's Tournament
March 2006 – Expanded Spring Fling (One for each League)

Field Maintenance: To keep the new infield clay in proper condition, it is requested that no dragging be performed around the batters box or pitchers mound and that rubber mats remain in place during batting practice.

Ramada Project: Dick Lemoine presented sketches of a twin Ramada with grill picnic area to be located between the left field fence and swimming pool area. This project has been in the works for several years and can now go forward. The project could be completed without REC center funds and SCW softball club would be in control of its use schedules. Dick will continue to pursue it with the Rec. Center.

Accident/Incident Reports: Bob Stouthamer reminded everyone that an accident or incident report must be filed with the Rec. Center whenever 911 is called. The manager of the involved player(s) need to provide a brief statement to Bob in writing on the same day and he will file the proper notice with the RCSCW.

Reimbursable Expenses: Discussion was held on reimbursable expenses. Any expense incurred on behalf of the club will be reimbursed pending approval by the board or the Treasurer. A receipt for the expense is required. Member's time is not reimbursable.

Hall of Fame Presentation Piece: A Lucite pyramid was presented as an alternative to the plaques currently presented to hall of fame inductees. Approval was given to give a 5" x 8" pyramid to all past and future inductees with the cost to be absorbed by the inductees club.

Logo Items: Dick Lemoine and Bob Stouthamer presented windbreaker jacket designs. These would cost in the range of \$40-45. No further action was taken on the windbreakers.

The board decided to purchase 100 3-color t-shirts at a cost of approximately \$6.00 each. These will be offered for sale or used as tournament prizes. Anyone interest in logo items should contact Ray Early.

On another matter, Lund Cadillac has contributed 144 shirts along with caps thanks to Ernie Mueller. These will be used for summer league play.

Tin Cup Golf Tournament: Dick Lemoine reported his committee is organizing next year's tournament. It is tentatively scheduled for either March 26, 2006 or April 2, 2006. The courses being considered are Corte Bella, Cimarron or a SCW course. Briarwood Country Club is being considered for the dinner.

Meeting adjourned at 10:55 AM.

Respectfully submitted,

Fred Suess, Secretary

**SUN CITY WEST SOFTBALL CLUB
BOARD OF DIRECTORS MEETING
DECEMBER 5, 2005**

CALL TO ORDER:

The meeting was called to order by President, Bob Stouthamer at 9:00am

ATTENDANCE:

Board Members, Bob Stouthamer, Glen Carroll, Earl Bell, Dick Lemoine, Bill Allen, Jim McGuire.

Guest: Dennis Farrar, George Karras, Ernie Mueller, Lyle Bakken, Ken Skinner Loran Swanson, Ray Early, Wayne Mitchell.

MINUTES APPROVAL:

Motion made and seconded to approve the December Meeting Minutes. Motion carried.

MEMBERSHIP REPORT:

Currently have 282 Dues paying members

American League 140 National 116 Women's Division (not playing in league) 26

TREASURER'S REPORT: 11/01/05 thru 12/01/05

Treasurer, Dick Lemoine reported an opening balance of \$10,097.24 and closing balance of \$8,110.37. This includes the grill fund and golf outing income.

BILLBOARD CONTRACT STATUS:

Dick Lemoine previously resigned from this program. Income from sales after the building is paid off will go 75% to Recreation Centers for future improvements and 25% to the club. We must have someone take charge and continue the marketing effort for new sponsors and renewals. We have 13 sponsors coming up for renewal. After much discussion Dick agreed to continue the effort for another period of time and train Volunteers to take over for the future.

UNIFORMS & EQUIPMENT:

Running low on softballs available a new order has been placed. Some uniforms shipped to us were miss-labeled by the Mfg. These will be turned in for the proper size. A request was made to consider purchasing a tee ball and net for batting practice. Ray will look at what's available.

SPECIAL EVENTS:

January 14 & 15, 2006 - Planning for 1st annual cardiac kids invitational softball tournament, Coordinated by Bill Bromley

February 11 & 12 2006 - Planning a 70's tournament coordinated by Ken Skinner & George Karras.

CENTURY 21 BILL BOARD COLLECTION STATUS:

Collection still attempting to collect, May require the board taking this to small claims court.

The board can be removed since their 3 year period has expired.

PAINTING OF CONCRETE SOFTBALL:

Letter to be sent to the Recreation Centers requesting them to paint to our specs.

ELECTIONS OF 2006 OFFICERS:

President, Bob Stouthamer Vice President, Jim McGuire, Treasurer, Lyle Bakken, Secretary, Dennis Farrar

501C7 EXEMPTION:

Lyle Bakken is continuing the process to secure IRS approval for 501C7 exemption. This needs to be finalized in 2006.

ALTERED BATS DISCUSSION:

Bats that may be showing up at SCW Field. A request for a policy to enforce legal bats was made. This will be submitted to the league board The policy probably should be developed by the American & National league committees.

ADJOURNMENT:

Motion made and seconded to adjourn. Meeting adjourned at 10:50am. Motion carried.

Respectfully submitted,
Glen Carroll, Secretary per tem