

Newfoundland Club of America Board of Directors
Face-to-Face Meeting
Minutes of May 2-3, 2010
Bavarian Inn Lodge
Frankenmuth, Michigan
(Approved June 17, 2010)

Roger Frey, President, called the meeting to order at 7:12 p.m. Eastern time. The following directors were present: Mary Lou Cuddy (MLC), Roger Frey (RF), Sue Marino (SM), Kathy McIver (KM), Mary L. Price (MLP), Pat Randall (PKR), Meredith Reggie (MR), Mary Lou Roberts (MLR) (via teleconference), Pam Rubio (PSR) and Pam Saunders (PS). Lynne Anderson-Powell (LA) and Jacqueline Brellochs (JB) were absent. Mary W. Price (MWP), AKC delegate, *ex-officio* was present. Board-elect members John Cornell and Donna Thibault were present. Barbara Finch, Bethany Karger, Bruce Karger and Marylou Zimmerman were present as member guests. Dan Zimmerman was present as a non-member guest.

Approval of Minutes

The Board considered the minutes of the April 15, 2010 meeting.

Pam Rubio moved and Pam Saunders seconded that the minutes of the April 15, 2010 meeting be approved as amended. The motion passed unanimously. 2 Absent (LA, JB)

Report of the President

Roger Frey, President, reported that the Board had been requested to sign up for shifts at the hospitality table. A schedule was distributed for Board members to indicate when they would be available.

Roger informed the Board that the National Specialty judging program, contrary to NCA policy, did not break the classes into two or three classes per section with the specific judging times indicated. He reported that the mistake had been found at the last minute and the Specialty Show Committee made a decision not to correct the mistake at that late date. It was determined that a loudspeaker would be used in such a way to call the classes to the ring but yet not interfere with the judging in the ring. It was reiterated that there is an approved policy that covers the format of the judging program and that the Board should have been notified of the oversight.

At 7:20 p.m., Lynne Anderson-Powell joined the meeting.

Roger reported that he had received a letter from the Purina Parent Club Partnership Program regarding the money raised from NCA members' participation in redeeming weight circles from Purina products. The NCA earned \$4,872.52 for 2009. Of that,

\$2,436.26 was donated to the AKC Canine Health Foundation for use in the NCA's Donor Advised Fund. The remaining \$2,436.26 was given to the NCA for use in educational projects, the Health Challenge or Rescue.

Roger informed the Board of an email he had received from an NCA member thanking the NCA for the Breeders Forum article on temperament that appeared in the 1st Quarter 2010 issue of *Newf Tide*.

Report of the 1st Vice President

Mary Lou Roberts, 1st Vice President, reported that the Charitable Trust Management Board had had a short special meeting recently and that Clyde Dunphy will report on it when he addresses the Board later in the meeting.

Report of the 2nd Vice President

Kathy McIver, 2nd Vice President, stated that her report was under the committee reports and that she had no additional reports at this time.

Report of the Recording Secretary

Mary Lou Cuddy, Recording Secretary, reported that she had prepared the April 15, 2010 minutes and the May 2-3, 2010 face-to-face agenda packet. She also stated that she had the election ballots with her as requested by an NCA member.

Report of the Treasurer

Mary L. Price, Treasurer, reported the following balances: checking account: \$10,793.03; checking account for 2010 National Specialty: \$21,135.43; savings account: \$65,241.57; invested in CDs: \$101,773.23; and the NCA operations balance total of \$198,943.26 with \$4,310.08 in reserve for "Distinguished Member" expenses. The Uniform Trophy Fund account balance is \$140.93 for a total of \$199,084.19.

She passed out reports to the Board detailing the financial position of the NCA. She explained the estimated finances to the end of the fiscal year and compared those figures to the 2010 budget. She stated that the \$143,000.00 for the reserve fund has been met, but based on year-end projections, a portion of the reserve might need to be used.

She reported that dues renewals and new membership applications were up \$2,000.00 beyond budget estimates. *Newf Tide* is coming in on budget and even with two more issues left in this fiscal year, the budget estimate looks to be right. The *Annual of Titlists* came in as projected. Mary stated the *Breeders List* figures are not yet in but the savings of not printing the hard copies should offset the new policy of not charging renewal fees for members to appear on the *Breeders List*. The General

Education Committee had a budget of \$25,000.00 but those projects did not materialize.

Mary reported that Draft and Water Tests came in as expected. The Board's budget for the Fall face-to-face meeting was \$13,000.00 but came in at \$8,500.00 due to the location and that many Board members were able to drive and share rides to the location. The Breeders Education Committee is coming in under budget as some projects came in lower than expected and other projects that are not yet completed are anticipated to come in under budget. The Health & Longevity Committee had budgeted for quite a few health clinics but those did not materialize. The *Register of Merit* booklet was budgeted for \$5544.00 but has not yet been published.

There was discussion about the 2010 National Specialty financial results. It was stated that there are still many unknowns at this time and that the upfront costs of the 2011 are already starting to come in. Uniform Trophies just purchased trophies for two years as the Lenox pattern was being discontinued and that fund will need a loan until the proceeds from the sales of Limited Edition plates are received.

There was a brief discussion of the Rescue Education and Awareness Committee's New Buyer program with its *Newf Tide* coupon. The Board was reminded that this was a test phase to see if it is a viable program. Only one new applicant can be attributed to the program at this time. It is hoped that the NCA will see a boost in *Newf Tide* subscriptions from this program, along with new member applications.

The Technical Resources Committee and the NCA Database is over budget by \$25,000.00. The \$7,700.00 for the *Constitution and Bylaws* printing and distribution to the members will be rolled over into the next budget.

Mary stated that she expects to have early reports on the 2010 National Specialty by mid-June. In response to a question, Mary informed the Board that NCA Operations had loaned the Uniform Trophies Fund \$15,000.00 to cover the limited plate production and to purchase trophies for two years. The fund should return approximately \$10,000.00 of the \$15,000.00 after the 2010 National Specialty. The NCA will need to subsidize the fund until the fund can recover from purchasing the second year of trophies.

She asked Board members to start thinking about the NCA's budget as the 2011 budget will be considered at the June teleconference.

The Board thanked Mary for her clear explanations and reports.

Report of the AKC Delegate

Mary W. Price, AKC Delegate, distributed copies of her annual report, which was also included in the Annual Membership Meeting agenda, and a communication from AKC explaining the AKC Grand Championship Program. Mary reported that she will be

attending the June Delegates Meeting in Atlanta, Georgia. She informed the Board that, along with Sue Marino, they were working on a response to the AKC Parent Club Title Program.

At 8:15 p.m., Jacqueline Brellochs joined the meeting.

Committee Reports

Regional Club Committee

It was reported that the material included in the agenda packet was for the Board's information and no action was needed.

Technical Resources Committee

Dan Zimmerman, Dogfish Software, gave a presentation on the potential next stage of the NCA database and items that the Board should consider. He reported that there is currently data on 35,129 dogs which can be searched by name, registration number or date of birth. The data includes health, awards and registration information. He summarized problems with the current stage as having a lack of tools to manage the information, missing data, no ongoing technical oversight, miscommunicated expectations and a lack of a membership database to manage access to the database. Dan outlined the following priorities for the Board to consider: security, simplified maintenance and administration, membership and *Newf Tide* databases, user interface updates and ongoing support and maintenance.

Dan stated to the Board that the current database from Ascent Systems, Inc. is solid and sound and will be a good platform to develop and build the next stage. The database is flexible enough to add things, such as additional titles or health clearances.

Dan informed the Board that adding the membership database into the NCA Database would allow for a members-only or password-protected area. This would allow the NCA to download and use the information in the AKC Stud Book.

Dan reported to the Board that all databases, when they first start up, have bits and pieces of information missing or incorrect. What the NCA has experienced is to be expected. He said that a great deal of effort has gone into the database so far and just the few last pieces of data needs to go in. In response to a Board member's questions, Dan stated that the NCA has accomplished much in a relatively short period of time. Many of the little things have been fixed and updated. Once all the source data has been determined to be reliable, probably within six months, the Board can start developing the second phase.

Barbara Finch, Technical Resources Chair, reported that the NCA Database had identified each Versatile Newfoundland and Register of Merit titlists, which was the

original intent of the NCA Database. She stated that the database has the potential to be a very useful tool for NCA members. The members will then see the return on the investment already made in the database.

The Board asked Dan if Dogfish Software would submit a proposal for the next phase of development. Dan replied that the company would be happy to do that after the Board has determined their priorities for the next phase.

The discussion then turned to the concerns that had been expressed by Bethany Karger, Versatile Newfoundland Chair, and Bruce Karger. Bethany had concerns that not all titles were found in the database. Everyone was reminded that the NCA does not officially list titles such as Therapy Dog International (TDI), AKC Canine Good Citizen (CGC) and titles from organizations other than AKC or the Canadian Kennel Club. There are recognized gaps in the water test titles for which the Working Dog Committee and others are trying to locate the missing data. Other gaps in data are being addressed as they are brought to the committee's attention.

Barbara requested that the Board consider appointing an Awards Liaison to the Technical Resources Committee to communicate with committees and the *Newf Tide* editor. This position could eliminate some committee duplication. Barbara also requested that the Board appoint an additional four members to the committee.

Proposal for NCA Website Design and Maintenance

Marylou Zimmerman, NCA Webmaster, presented a proposal, as requested by the Board, for website design and maintenance. Marylou explained that the proposal is strictly for the *NCA Website* and does not include other duties such as *NCA e-notes*, the Electronic Publications Policy Committee, etc. She stated that she is familiar with the dog fancy and is an NCA member and knows the club and its needs. The Board will consider the proposal at its next meeting.

The Board thanked Bethany and Bruce Karger, Marylou and Dan Zimmerman, Barbara Finch and the Technical Resources Committee for all their hard work on behalf of the NCA.

***Newf Tide* Policy Committee**

The Board considered the *Newf Tide* policy regarding the submission of reports/articles for publication in *Newf Tide*. The Board discussed if and how to define the differences between articles and reports. There was discussion concerning the process used when a committee submits a document that may not be appropriate coming from that committee and a policy of intra-committee communications. The length of submissions was considered.

Sue Marino moved and Mary L. Price seconded that the Board approve the *Newf Tide* Policy Committee's clarification of the *Newf Tide* submissions policy as amended. The motion passed unanimously. 1 Abstention (MR)

The Board considered the *Newf Tide* Policy Committee's request that the Board approve the application for an additional postal mailing site as requested by Sutherland Publishing. Sutherland will refund the \$89 application fee. The additional mailing site would be more time-efficient and cost-effective.

Kathy McIver moved and Sue Marino seconded that the Board approve the *Newf Tide* Policy Committee's recommendation for an application to the US Postal Service for an additional mailing site. The motion passed unanimously. 1 Abstention (MR)

The Board considered the concerns expressed over non-members' receiving the same coverage of major accomplishments/wins as members. Board members believed that it was the dog being recognized and not the non-members.

Pat Randall moved and Kathy McIver seconded that the *Newf Tide* Policy Committee continue with the current policy regarding *Newf Tide* coverage of major accomplishments/wins including non-NCA members' Newfoundlands. The motion passed unanimously. 1 Abstention (MR)

Working Dog Committee

The Board considered the proposed wording from the Working Dog Committee (WDC) clarifying the move-up to a team entry in the Draft Test Regulations.

Pam Rubio moved and Jacqueline Brellochs seconded that the Board accept the Working Dog Committee's recommendations to clarify in the Draft Test Regulations the procedure for the move-up to a team entry. The motion passed unanimously.

The Board considered the proposed wording from the WDC concerning the underwater retrieve exercise in the Water Test Regulations.

The Board was informed that there were two negative committee votes when the WDC voted on this wording. The Board discussed the judging procedures of this exercise and whether every exercise has to have the timing start in the same manner.

Pam Saunders moved and Pam Rubio seconded that the Board accept the Working Dog Committee's recommendation on the underwater retrieve exercise. The motion failed. 4 Yes (LA, KM, PSR, PS); 8 No (JB, MLC, RF, SM, MLP, PKR, MR, MLR)

Unfinished Business

Committee Communications

The Board considered the question of appropriate communications between committees. Several Board members questioned if this discussion should be held in relation to the upcoming discussion on governance issues. It was felt that a preliminary discussion was appropriate. Some Board members stated that committees should be able to talk to each other but that one committee cannot require another committee to answer or to do work for the other committee. Some Board members felt that common sense should be applied as to the degree of communication.

Kathy McIver moved and Pam Rubio seconded that the Board develop a policy regarding inter-committee communications. The motion passed. 11 Yes (LA, JB, MLC, RF, SM, KM, MLP, PKR, MLR, PSR, PS); 1 No (MR)

Kathy McIver volunteered to draft a policy for consideration at the Board's next teleconference.

Technical Preparation Committee

The Board reviewed a previous discussion on the formation of a Technical Preparation Committee to assist regional clubs in developing and maintaining newsletters and websites. The proposal for developing this committee had been dormant and it was said that the Board should either move forward with it or drop it from consideration. There was some discussion whether there was any need for such a committee.

Pam Saunders moved and Kathy McIver seconded that the Board request that the Regional Club Committee consider whether regional clubs need a Technical Preparation Committee to assist with regional club newsletters and websites. 9 Yes (LA, JB, MLC, RF, SM, MLP, MLR, PSR, PS); 3 No (KM, PKR, MR)

New Business

Committee Surveys

The Board discussed the recent committee survey that had been sent out to NCA committee members. Some Board members felt that since the Board approves the questions on a survey, Board members who are committee chairs should not respond to the survey. There was a discussion of intent and that all responses are anonymous. A Board member would be able to give input when committee discussions were brought forward. Some Board members felt that the committee survey should not be repeated.

Mary Lou Roberts moved and Sue Marino seconded that the Board approve the following: If any survey of committee member satisfaction (such as the one sent to all committee members in Spring 2010) is disseminated in the future, the survey's authors who construct and approve the questions and who make decisions based on the responses (namely, Board members) should be ineligible to respond to the survey.

The motion failed. 4 Yes (RF, SM, MR, MLR); 8 No (LA, JB, MLC, KM, MLP, PKR, PSR, PS)

At 11:00 p.m., by unanimous consent, the Board recessed.

NCA Face-to-Face Meeting, continued May 3, 2010

Sandee Lovett, 2010 National Specialty Show Chair, welcomed the Board to Frankenmuth.

At 8:16 a.m., the Board reconvened. The following directors were present: Lynne Anderson-Powell (LA), Jacqueline Brelloch (JB), Mary Lou Cuddy (MLC), Roger Frey (RF), Sue Marino (SM), Kathy McIver (KM), Mary L. Price (MLP), Pat Randall (PKR), Meredith Reggie (MR), Mary Lou Roberts (MLR) (via teleconference), Pam Rubio (PSR) and Pam Saunders (PS). Mary W. Price (MWP), AKC delegate, *ex-officio* was present. Board-elect members John Cornell and Donna Thibault were present. Clyde Dunphy, Bethany Karger, Bruce Karger, Lori Littleford, Mary Jane Spackman, Joan Locker-Thuring, Jennifer Zabloutny, Marylou Zimmerman and Donna Zink, were present as member guests. Nicki Dobson was present as a member guest via teleconference.

Breeders Education Committee

Pat Randall gave a presentation on the final version of the kennel management heart survey. He reviewed the reasons behind the survey and the information that will be revealed which has not been found in previous health surveys. By using the members of the *Breeders List*, it is hoped that the *Breeders List* will be developed into a valuable resource for future studies. The survey will be sent on a CD with written and audio instructions included on the CD and help will also be available by email, phone or personal contact. The survey has been designed to be completely anonymous.

Pat demonstrated each field of the survey to show the ease of entering the information. Breeders are encouraged to enter information about all litters produced. Breeders do have an option of entering random litters if they chose. Litters that have all of the puppies clearing heart checks are as valuable to the survey as litters that have puppies with cardiac issues.

If the survey is as successful as the Breeders Education Committee hopes, there is a possibility that this could be developed into a scientific report and published. The Board thanked the committee for all of its hard work.

Donations of Animal Oxygen Masks

The Board agreed that the information brought forward concerning the donation of oxygen masks to fire departments should be distributed through the Regional Club Committee and also included in *Newf Tide*.

General Education Committee

Nicki Dobson, General Education Committee Chair, presented an outline of the proposed Fun Days handbook. The committee would like the Board's approval of the outline before further developing the handbook. The Board discussed briefly the addition of other possible sites for clubs to consider holding their Fun Days. The Board conveyed their appreciation for the committee's very thorough outline.

Pam Rubio moved and Kathy McIver seconded that the Board approve the General Education Committee's proposed Guidelines for Fun Days Handbook as amended. The motion passed unanimously.

Nicki presented the committee's proposal for a grooming document. This document is intended to be an introduction to grooming and will be posted on the *NCA Website*, possibly with a short video demonstrating grooming techniques. The Board discussed the problems of including medical advice (i.e. treating hot spots or infected ears) in the document. It was suggested to include how to recognize simple medical issues but do not offer any treatment options. The Board discussed and added additional items to the proposed outline.

Kathy McIver moved and Lynne Anderson-Powell seconded that the Board approve the General Education Committee's proposed grooming document outline as amended. The motion passed unanimously.

Kathy McIver moved and Sue Marino seconded that the General Education Committee submit sections of the proposed grooming document to the Board for approval when the sections are completed. The motion passed unanimously.

The Board thanked Nicki for her efforts as committee chair and sent their appreciation to the committee for their efforts.

At 9:45 a.m., the Board took a short recess and reconvened at 10:10 a.m.

Newf and You

The Board began to review the amended *Newf and You* document section by section. There were discussions over different sections, wording and layouts.

At 12:15 p.m., the Board recessed for lunch and reconvened at 1:00 p.m.

Steering Committee

The Steering Committee reported on their deliberations on health surveys and whether the Health & Longevity Committee would be better suited under the Charitable Trust Management Board (CTMB). The committee was in agreement that the Health &

Longevity Committee should remain as is. But the committee was unanimous in its recommendation that the CTMB should undertake a scientific health survey as a foundation for establishing funding priorities. It was felt that it is necessary to move away from the general perspectives and to obtain factual data to address the health concerns of the breed. The Australian Shepherd Club's health surveys were mentioned as models. There was some discussion concerning the target group for the survey: *Breeders List* members, NCA members, non-affiliated Newf owners. Some Board members would like to see a more developed proposal.

Mary Lou Roberts moved and Jacqueline Brellochs seconded that the Board accept the Steering Committee's recommendation that the Charitable Trust Management Board create, distribute and manage a scientific health study. The motion passed. 11 Yes (LA, JB, MLC, RF, SM, KM, MLP, MR, MLR, PSR, PS); 1 No (PKR)

NCA Historian

Mary Jane Spackman, NCA Historian, reviewed the information she discovered while researching a *Newf Tide* article on Mrs. Elizabeth Loring Power with the Board. Mary Jane felt that in recognition of the impact Mrs. Power had on the breed in this country that a memorial trophy be developed in her name for both the Stud Dog and Brood Bitch classes at each National Specialty.

Pam Rubio moved and Kathy McIver seconded that the NCA establish an annual memorial trophy for the Stud Dog and Brood Bitch classes at the National Specialty in memory of Mrs. Elizabeth Loring Power. The motion passed unanimously.

Sue Marino moved and Lynne Anderson-Powell seconded that the Specialty Show Coordinating Committee develop recommendations for an annual trophy for the Stud Dog and Brood Bitch classes at the National Specialty in memory of Mrs. Elizabeth Loring Power. The motion passed unanimously.

Newf and You

The Board returned to its consideration of revisions to the *Newf and You*.

Pam Saunders moved and Sue Marino seconded that the Board approve the *Newf and You* as amended. The motion passed unanimously.

The final copy of text with the revisions will be sent to Board members for a final proofing.

Report of the Corresponding Secretary

Pat Randall, Corresponding Secretary, reported that he had distributed several AKC communications to the appropriate committees and officers. Pat suggested that the

new Corresponding Secretary set up a unique email address just for AKC communications to aid in identifying important information in a timely manner.

Pat reported on a reminder for the AKC Meet the Breeds which will be held again at the Jacob Javits Center in New York City in October, 2010. The AKC would like a liaison from each participating club. The Board will need to appoint someone to the position.

Executive Session

At 2:10 p.m., Lynne Anderson-Powell moved and Pam Saunders seconded that the Board go in to executive session. The motion passed unanimously.

At 3:55 p.m., Sue Marino moved and Lynne Anderson-Powell seconded that the Board come out of executive session. The motion passed unanimously.

While in executive session, the Board considered and approved the May 2, 2010 Applicants List.

While in executive session, the Recording Secretary reported that the March 18, 2010 Applicants List had been approved.

While in executive session, the Board awarded the Member of the Year Award to Diane Lynch.

Versatile Newfoundland Committee

Bethany Karger, Versatile Newfoundland (VN) Chair, addressed the Board with her concerns about the NCA Database and the compilation of awards data and titlists. She thanked Barbara Finch and Marylou Zimmerman for their help in assuring that all of this year's VN titles were identified. Bethany informed the Board of the errors found with titles and the associated data. There was discussion concerning the collecting of the missing dates and titles. Barbara Finch stated that the Technical Resources Committee feels that the database is now adequately prepared for the 2011 titlists. Bethany would like to concurrently compile the VN titles along with the NCA Database for one to two years to confirm that the database is reliable. Everyone was reminded that the database does not record CGC, TDI or any other titles from any organizations other than the AKC and Canadian Kennel Club. If the owners want those titles included on their dog's certificates, they will have to supply them to the VN Committee.

Sue Marino moved and Pam Rubio seconded that the Technical Resources Committee develop an electronic form to be completed by the owner when a Versatile Newfoundland title is finished and submitted to the Technical Resources Committee and the appropriate awards committee. This form and process will be announced in *Newf Tide*. This policy will be reviewed at the 2011 National Specialty. The motion passed unanimously.

Sue Marino moved and Pam Saunders seconded that the Technical Resources Committee develop an electronic form to be completed by the owner when a Working Achievement title is finished and submitted to the Technical Resources Committee and the appropriate awards committee. This form and process will be announced in *Newf Tide*. This policy will be reviewed at the 2011 National Specialty. The motion passed unanimously.

At 5:00 p.m., the Board recessed for dinner. The Board reconvened at 9:25 p.m. following a Charitable Trust Trustee meeting.

Ad hoc Newf Ambassador Committee

Joan-Locker Thuring, Breed Steward Committee Chair, reported to the Board that the committee has had several meetings and they are starting to make progress in developing the Breed Steward program. The committee requests that the name of the program be changed the Newf Ambassador program.

Mareidith Reggie moved and Sue Marino seconded that the Board accept the recommendation of the *ad hoc* Breed Steward Program Committee to change the name of the program to the *ad hoc* Newf Ambassador Program. The motion passed unanimously.

Joan asked that the Board consider adding several members to the committee from a list recommended by the committee. Joan stated that the committee is starting to work on developing a task list. The Board thanked Joan and the committee for their efforts.

Rescue Education and Awareness Committee

Donna Zink, Rescue Education and Awareness Committee (REACT) Chair, asked if the Board had any questions about the report from the committee about the *Newf Tide* coupon program. At this time, there is a 6% return of coupons which are included in the AKC registration envelopes. The committee wants to place NCA information in the hands of buyers who have no other link to the NCA. REACT would like to continue this program for another year. It is hoped that an increase in *Newf Tide* subscriptions or NCA membership applications will be seen. There was a short discussion about the developing of a *Newf Tide* subscription letter.

Pam Rubio moved and Jacqueline Brelloch seconded that the Board approve the Rescue Education and Awareness Committee's proposal that the *Newf Tide* coupon program be continued for one more year. The motion passed unanimously.

Donna reported that Lori Littleford is working on the *Lifestages* newsletters and reminded Board members to send their suggestions to Lori.

Specialty Show Coordinating Committee

It was reported that the committee will resume work on the items sent to them by the Board as soon as the National Specialty is over.

Recognition of Non-Regular Group Placements

There was a discussion that the coverage given to non-regular group placements (Puppy and Bred-By Exhibitor) in *Newf Tide* is the same as the regular class group placements.

Kathy McIver moved and Pat Randall seconded that the Board refer the issue of non-regular group placements (Puppy Group and Bred-by Exhibitor Group) being given the same coverage as the regular class group placements in *Newf Tide* to the *Newf Tide* Policy Committee for their recommendation. The motion passed unanimously. 1 Abstention (MR)

Committee Liaison and Committee Communications

The Board discussed communications between committees and the role of the committee liaison. In recent years, the 2nd Vice President has acted as the committee liaison. The Board discussed whether communications should go through the Liaison or the Board. At times, that becomes very confusing and unwieldy, it was reported. Some Board members felt that committees should be able to talk to each other but they may not make work for another committee.

Executive Session

At 10:07 p.m., Meredith Reggie moved and Pat Randall seconded that the Board go into executive session. The motion passed unanimously.

At 11:09 p.m., Pam Rubio moved and Kathy McIver seconded that the Board come out of executive session. The motion passed unanimously.

At 11:10 p.m., Pam Rubio moved and Pam Saunders seconded that the meeting be adjourned. The motion passed unanimously.

Submitted by,

Mary Lou Cuddy
NCA Recording Secretary