

**THE COAST RTA-WACCAMAW RTA
BOARD OF DIRECTORS MEETING
MARCH 26, 2014
9:00 AM**

Board Present: Bernard Silverman, Chair
Joseph Lazzara, Vice Chair
Ivory Wilson
Lillie Jean Johnson
Katharine D'Angelo
Mickey James
Nicholas Twigg
Gary Loftus

Staff Present: Myers Rollins, General Manager
Julie Norton-Dew, DGM of Finance & Administration – CFO
Felicia Beaty, DGM of Operations – COO
Lynette Nobles, Executive Assistant & Board Liaison
Barbara Blain-Olds, Staff Attorney
Michele Cantey, Public Information Officer
Cheryl Bell, Ambassador/Sales

Also Present: Tom O'Dare, Myrtle Beach Herald
Paul Gable – Grand Strand Daily/Big Talk
Abdulla Mustafa – NAACP
Craig Conwell – NAACP
Bo Ives – CAC
Darrell Eickhoff – CAC
Bobby Lamb – Coast RTA rider

In accordance with the Freedom of Information Act (FOIA), the 2014 meeting schedule was provided to the press at the beginning of the 2014 calendar year, stating the date, time and location. In addition, notice of this meeting was provided to the press, stating the date, time and place of the meeting on Monday, March 24, 2014.

CALL TO ORDER: Chairman Silverman called the meeting to order at 9:00 AM.

INVOCATION/PLEDGE OF ALLEGIANCE: Rev. Mickey James gave the invocation. The Pledge of Allegiance was recited.

ANNOUNCEMENT OF QUORUM/ROLL CALL: Roll call was taken. A quorum was present.

MARCH 26, 2014

ACKNOWLEDGMENT OF VISITORS: Tom O'Dare, Myrtle Beach Herald
Paul Gable – Grand Strand Daily
Abdulla Mustafa – NAACP
Craig Conwell – NAACP
Bo Ives – CAC
Darrell Eickhoff – CAC
Bobby Lamb – Coast RTA rider

Mr. Rollins introduced two new employees; Cheryl Bell, Ambassador/Sales, and Michelle Cante, Public Information Office. Each shared information as to their background and credentials. They were welcomed with applause from the board and staff.

PUBLIC COMMENT: Mr. Mustafa spoke briefly regarding observations made by him and some of his colleagues. He shared that he has reviewed the bio of each board member and is very impressed with the leadership experience. However, when reading newspaper articles, there is no mention of board members sitting at the table with local government, state government, or national government, regarding expansion or additional funding. He also expressed concern about the on-going negative publicity. Further, Coast RTA should be providing service 24 hours a day for the students, workers, and tourists. He is also concerned about the ongoing negative publicity. He offered to assist in whatever way is necessary and stated that the board members and the community should be working together.

EMPLOYEE RECOGNITION: Mr. Rollins presented trophies to two Coast RTA mechanics, Hudson Smith and Lonnie Reaves, who placed third in the TASC Roadeo state-wide competition. Chris Smith also participated and placed, but was unable to attend to receive his award. Mr. Rollins also mentioned that we had drivers participating in the TASC Roadeo, as well; however, they could not be here, as they are out running routes and will be recognized in the April meeting.

APPROVAL OF MINUTES: It was properly moved and seconded that the minutes from the meeting of February 26, 2014 be approved. There being no questions, a voice vote was taken. No nays being heard, the motion carried. Mr. Silverman requested that the last name of the CAC member who passed away, be corrected (Ms. Gloria Bonali (not Denali). That correction has been made.

CITIZENS ADVISORY COMMITTEE: Bo Ives gave the CAC update, in Pam Creech's absence. CAC has completed all of the community survey forms; meeting in churches, club houses, medical centers, and recreation centers; obtaining public comments for the needs assessment on which the Task Force is working. It was energizing to hear the public's comments as to the needs in this area.

Mr. Rollins shared that a new CAC member, Darrell has encouraged us to look at forming a

MARCH 26, 2014

strong partnership with each of the area hospitals. He make the compelling point that we bring them customers, in the way of patients, and we're going to take a look at how we can develop a strategy of interfacing with the hospitals and possibly developing some funding. This would then be handed off to the CAC.

MONTHLY REPORTS:

Finance and Administration: Mr. Lazzara began by saying that he had reviewed the financials with Julie Norton-Dew on Monday and made a couple of corrections on pages 2 and 3. Ms. Norton-Dew put together the FY2015 proposed budget, which gives us time to review it prior to April. He then asked if there were any questions. Mr. Loftus offered that on page 2, Operating Revenues are under budget month-to-date and year-to-date due to higher tourist ridership; if it's higher ridership, why is revenue, am I reading that wrong? Ms. Norton-Dew replied that it reads, due to higher tourist ridership in the summer months and lower ridership in the off-season months, based on seasonality. She further explained that we take the fares and divide them out over 12 months, so there's always a lull in the winter months because our service does not operate as long.

Ms. D'Angelo asked (regarding Other Non-reimbursable Expenses) if it's non-reimbursable, why do we expend it. Ms. Norton-Dew explained that non-reimbursable means that we do not get reimbursement from the federal and state governments, we use local funds. It's not that it's not a legal expense, it's that it does not qualify for funds for which the state and federal governments allow us to draw. Ms. D'Angelo then asked what the \$42,000 overpayment of insurance is about. She then asked how we can overpay insurance. Ms. Norton-Dew answered that there's an amount they're in the process of resolving with the state. Ms. Norton-Dew further explained that the amount is not all for overpayment of insurance and that there are marketing expenses included in the non-reimbursable. Ms. D'Angelo continued, by asking what the amount is for overpayment of insurance, and for whom are those overpayments. Ms. Norton-Dew answered that the overpayment is for employees who no longer work here. Mr. Silverman interjected, this is for employees who are no longer here and we're asking for the money back? Ms. Norton-Dew replied that Mr. Silverman is correct. Ms. D'Angelo asked how that could happen. Discussion ensued. Mr. Rollins then explained that this is the employer's contribution to the employee health insurance. Ms. Norton-Dew then shared that internal processes as to how we manage benefits has recently changed, and in conducting a reconciliation of all of our benefits, this was discovered. Further, Ms. Norton-Dew stated that they are working with PEBA to seek reimbursement. Mr. Silverman asked that the board be given an idea of the amount of money, how many employees, how long it was, how the negotiations are going, etc. in the next couple of days. Ms. Norton-Dew went on to explain that they were transferring the payroll processes from finance over to human resources and during that process, they reconciled the benefits back to the billing and discovered that there were people who had not been taken off the billing. Ms. Felicia Beaty added that when the bills came in, they went to finance and there were individuals who had left, of which finance would not have been aware. So, now with the process being handed over to human resources, they are aware of those who have left, and have been

MARCH 26, 2014

successful in negotiating with PEBA to recover some of the money through credits. Ms. Beaty also stated that they have an appointment with PEBA to sit down and discuss the situation in an effort to obtain further credits. All of the individuals have been taken off of the billing, so they are no longer accruing charges. Ms. Norton-Dew stated that finance pays the bills; however, benefits administration falls under human resources. Ms. Norton-Dew shared with Ms. D'Angelo that she can give the board a breakdown of the non-reimbursable. Ms. D'Angelo then asked what happens if we don't get the money back. Ms. Norton-Dew explained that this has been on our radar, it's not unexpected and we'll adjust where we need to by not filling a position or adjusting hours, etc. Ms. Beaty shared that with the state (insurance billing), we are not allowed to short pay; we have to pay the full premium that they bill us and then they credit us back what monies are due us. Ms. D'Angelo then asked who is doing HR now. Ms. Beaty answered that Pamela Bellamy is handling HR. Mr. Loftus then asked if PEBA bills monthly. Ms. Beaty and Ms. Norton-Dew responded in the affirmative. Then he added, if the employee leaves in the first week, you can't deduct it, you have to pay it and then you get it back. Ms. Norton-Dew further stated that we have to pay a month in advance.

Ms. Norton-Dew began by talking about the one resolution being presented to the board for approval regarding changes to the travel policy. Mr. James requested that the language of the policy be changed to not include the board with employees. Mr. Rollins offered that a separate procedure be prepared just for board members and one just for employees. Mr. Loftus then asked if there is a form an employee travelling fills out and gets approved showing how much the trip will cost. The answer is yes. The core change is that Lynette has been designated as our travel agent.

Ms. Norton-Dew then began her presentation of the financials by stating that she has made the changes to a couple of pages of the financials as requested by Mr. Loftus. She pointed out that the fuel is under budget for the month and over budget for the year. Overall, we're under budget. We're under budget for personnel services, \$116,000. Repairs and maintenance is under budget. Our non-current liabilities is down almost \$300,000. Our current ratio is 159%.

Mr. Norton-Dew continued, fare box recovery - our average fare per rider is \$1.07; average cost per rider is \$6.93, making our investment per rider \$5.86 (local, state, and federal funding), giving us a fare box recovery rate of 15.5%, that's without the admin. Mr. Loftus asked how that compare with CARTA, Richland. Ms. Norton-Dew shared that she actually got a report, on a national level, from APTA, for 2012 and the 2013 should be coming out soon. We generally fall right in the middle. Mr. Loftus stated that CARTA actually is managed by a company. Ms. Norton-Dew replied that Veolia manager their service. He then asked if they supply the same information as we do and what information they can keep proprietary. Ms. Norton-Dew replied that nothing is proprietary and that they report the same information as we do to the NTD (National Transit Database), to which we have access.

Regarding the procurement update, Ms. Norton-Dew stated that we are preparing for the release of the grants for next year, as they are due to the state by April 9th. We are doing a full company fixed asset inventory; we are having our Triennial this year, in July, and Felicia and I will be

MARCH 26, 2014

going for training next week. We'll have to send the first set of documentation April 15th, the second set in May, and they'll be here in July to look at the complete company operation, maintenance, administrative. We've purchased new push-to-talk phones for our employees for the fleet. Mr. Silverman asked if the Pee Dee RTA trolleys have been put into service. The response was that both of the red and green trolleys are in service; however, maintenance has been working on the green and white one.

Regarding the maintenance update, Ms. Norton-Dew shared that we have two buses that will be disposed of and in June we'll be getting rid of the rest of the trolleys. We're done with our lease, they're still on our depreciation schedule; they will be auctioned off. The "other revenue" that's on the income statement, we've had some money that we've received from selling vehicles, so that's helped our budget. Ms. D'Angelo asked if that money goes back into buying new vehicles. Ms. Norton-Dew responded that it doesn't, as the amounts are not nearly enough; and if we get over \$5,000, we have to give the federal interest back to the federal government, so we fall under the \$5,000 and can keep the whole amount. We generally put that back into our general fund and use it for local match. Ms. D'Angelo then asked if there's any hope that we have some money to buy at least a couple of new buses. Ms. Norton-Dew explained that when we get to the budget for next year, we did receive an amount for bus and bus facilities for \$166,000, which is new funding, but that's not enough to buy a bus. We need larger buses and they are approximately \$350,000 each.

Mr. Wilson asked (first page of the FY2015 budget) how the Operator Revenue for FY2015 is \$79,000 less than for FY2014; he then suggested that maybe its passenger fares. Ms. Norton-Dew explained that she was a little too ambitious on Route 10 and the airport (2014). Mr. Loftus brought up the almost 14% increase in Salaries and asked about that. Ms. Norton-Dew explained that there's a 3% budget and there are some new positions being created in next year that are included. He then asked what new positions. Ms. Norton-Dew then shared that one is a mobility manager, which will be a community outreach person working outside the campus coordinating efforts with medical offices, etc. Ms. D'Angelo asked if this couldn't be handled by marketing. It was explained that this person would be part of operations. Mr. Silverman asked if we have anything in the salary and wage schedule for the drivers. The answer was, yes, there is money included for them. Mr. Rollins explained further that the drivers have asked for more time off as opposed to just money. Pay increases are not across the board, they are based on individual's performance (merit). The cost of living increase is across the board. The supervisor does the performance evaluation and goes over it with each employee; then it goes to human resources and they calculate the increase.

Ms. Norton-Dew shared that we are adding two (2) mechanics next year, as our mechanic to bus ratio is 8 to 1; the standard is 4 to 1; and adding two mechanics will be a big help. We don't have the room for a 4 to 1 ratio to work. A lot of work has to be done out on the pad, as we have to raise the buses to do some of the work.

MARCH 26, 2014

Ms. Norton-Dew then explained that we will receive \$166,000 next year for bus and bus facilities (to buy buses and for facility maintenance); the discretionary funding is no more, that's gone away and this is our piece of the pie.

Ms. Norton-Dew went on to say that another position to be added next year will be a senior staff accountant, which was budgeted for FY2014, but not filled; also, two (2) more street supervisors; and two (2) more people in customer service. Our new grant funding for next year is the \$1.6 million, last year we had only \$1.37 million, so we do have a little bit more. The 5307 state portion is 138; last year we did get a little bit more and I'm expecting it to be higher when they do the state allocation. She then reviewed the pie charts included with the FY2015 proposed budget. Ms. D'Angelo asked about the debt payment; Ms. Norton-Dew stated that the debt has been paid off. Total proposed FY2015 budget is \$5.7 million. She then went over the cost per route.

Operations: Ms. Johnson turned the operations report over to Felicia Beaty, who began by going over the operations agenda, stating that there are no action items or action items updates. Our year-to-date ridership is 311,020, compared to 506,200 last year, for a 38.6% decrease from last year. For the month, fixed route ridership is 22,683 compared to 25,384 last year, for a 10.6% decrease from last year. The ice storm was a factor regarding our ridership for February. Para transit ridership is down tremendously, 296 compared to 1702 from last year. The decrease is due to the suspension of the CATS Plus program, Coast Transit Plus and Demand Response services that we had. Overall, that an 82.6% decrease from last year. However, if you look at our para transit CATS service, we're actually up 1.7% over last year. February saw a 14.5% increase in ridership over January for fixed route. Paratransit experienced a 28.7% increase in February over January.

Regarding route performance: Route 7 is the top performing route (5310), followed by 15S (4034) and 15N (3557).

Ms. Beaty then shared that due to safety concerns, Route 7 has been modified to eliminate the left hand turn, but turning right off Hwy. 501 where Olive Garden and Chic-fil-a are located, making a left and coming up to the red light, then go through the light to access Tanger Outlet; then make a left turn (pet store), eliminating speed bumps, and continue back to the light and turn left to continue to Myrtle Beach. We also made a modification on Route 16, incorporating Sandy Island landing.

Due to the heavy traffic on Ocean Boulevard during the month of May, the decision was made to begin our spring and summer service June 1st, with service ending at 10:00 PM. The Entertainment Shuttle will run until 11:00 PM. The airport shuttle will run Sunday-Saturday, 7 AM – 6:30 PM; we'll also have 30 minute frequency by having 2 buses on the route. During the winter, we've tested having 1 bus run the entire route, which has worked out very well. With the 15N and 15S, we are increasing the frequency from 1 hour to 30 minutes during the hours from 7 AM to 6 PM.

MARCH 26, 2014

Regarding manpower for the spring and summer schedule, we have calculated that we will require 40 FTE's (full-time equivalents) or 29 full-time employees and 22 part-time employees. We currently have 23 FTE's, so we will need to hire 28 temporary seasonal staff. The June 1 date is great because we have school bus drivers who want to work for us during the summer, as well as some of our drivers who went to CCU have asked to come work during the summer.

Ms. Beaty reported that the CAC was very instrumental in the survey process. She shared that she has received 293 completed surveys, of which 261 were handwritten and 32 completed on our web site. She then gave a breakdown of the answers to the ten different questions included on the survey.

Planning: Mr. Rollins began the planning and development report with the Transportation Task Force, sharing that the report prepared by URS recommends the introduction of two new fixed routes, based on demographic data. One of those fixed routes would be a Georgetown circulator which would serve the City of Georgetown and the surrounding community, possibly including Pawley's Island, with 30-minute frequency, 24-hour service, which would require two 35-foot buses. The second would be North Myrtle Beach, also a circulator. A circulator is distinguished from a fixed route, in that it stays in that community, running in a circular route. The North Myrtle Beach route would run with 30-minute frequency, during the hours 7AM – 7 PM, and would require two 35-foot buses. The second recommendation from the URS report is the creation of 8 new van pools. The mobility specialist, mentioned during the finance report, would be responsible for the van pools. The van pool areas would be Galivants Ferry; Loris; Aynor; Conway, specifically to service STARTEK; Conway, specifically to service Cool Springs Business Park; North and South Santee; Murrells Inlet; and North Myrtle Beach. A van pool is a mutual agreement between the transit authority and an employer to provide transportation to and from work. In the report, there are communities where the demographic information does not support the need for a fixed route. The Transportation Task Force met and discussed this report and our task is to take this report and the data and develop an action plan. Mr. Silverman asked if there is money in the budget this year for a van pool. Mr. Rollins replied that there is and that there will be a decision made in June regarding one van pool.

Regarding the Intermodal Transit Center Feasibility Study, Mr. Rollins shared that he is in discussion with the City of Myrtle Beach and the WRCOG to lay out a time line to rebid that project; and, next month, will be presenting that time line, which will identify when we want to put a solicitation on the street. There's \$250,000 in Federal Highway funds for that project and we'll talk more about this at the April meeting. Mr. Loftus asked who, from the county, is on the committee. Mr. Rollins replied that she's a planner for Horry County, Leigh Wood-Cain. Mr. Silverman asked if our FY2015 budget includes the match, to which Mr. Rollins replied that it is.

Regarding the shelter and signage project, as was reported, the shelters are now owned by GSATS and WRCOG. We will sit down with them to develop a solicitation for a "turnkey" contractor to do the project from beginning to end. We're taking a look at the locations to ensure that they are the locations where we want to have the shelters installed. Ms. D'Angelo asked if we're paying for the contractor. The answer is no, we are not, the WRCOG will be paying the

MARCH 26, 2014

contractor. Mr. Loftus asked about what we owe SCDOT. Mr. Rollins answered that SCDOT has identified \$324,000 that is considered to be reimbursable to them, pursuant to the shelter project. We will be sitting down to take a look at that, and we currently have no backup to show where that number came from. We will work with SCDOT and take a look at what options are available and move forward. Mr. Loftus asked what terms they're going to ask for. Mr. Rollins replied that they have asked us to propose a recommendation to them by April 18th. Mr. Silverman then read that portion of the letter from SCDOT dealing with the reimbursement. Ms. D'Angelo requested that Mr. Silverman send her a copy of the letter.

Bylaws Committee: Ms. D'Angelo stated that everything was recorded in the minutes from the last meeting and oversight of the salaries would not be part of the by-laws and she's handing the matter over to Mr. Silverman. Mr. Silverman stated that will be mentioned in the old business.

Fund Development Committee: Mr. James, the committee chair, stated that the committee has not had an official meeting, due to circumstances beyond his control; and hopefully, by next month, he'll have a more in-depth report.

General Manager: Nothing to report this month.

Professor Twigg expressed that he keeps wanting to separate the shelters from the signage. He asked if we could get one person to take a shovel and concrete to go out and put up the signs. Mr. Rollins shared that we can go to WRCOG and make a funding request to pay for the signs. If those funds are guide share funds, we're right back where we started. Guide share funds cannot be bifurcated, it has to be a turnkey project; so, the city would not be allowed to install those signs. Once we get these shelters in, we will go back to WRCOG and ask them to fund a signage project. We would put out a solicitation for a contractor who would manufacture the signs, secure all of the permits, oversee the surveying, oversee the engineering, and install the signs.

APPROVAL OF RESOLUTIONS: Ms. Nobles read the following resolution into the record:

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. MAR2014-12**

APPROVAL OF REVISIONS TO TRAVEL POLICY

A motion of the Board of the Waccamaw Regional Transportation Authority to revise the Travel Policy, to ensure proper and timely documentation, and reporting by all employees and board members.

It was properly moved and seconded that the resolution be approved. Mr. James took exception to verbiage "employee and board members". After much discussion, it was decided to change the verbiage to "traveler".

MARCH 26, 2014

The motion and second was withdrawn. The decision was made to proceed with making the change and come back to the resolution.

There being no further questions, a voice vote was taken. No nays being heard, the resolution carried.

BOARD RECONSTITUTION UPDATE: Mr. Silverman stated that there really is nothing new to report. He has spoken to some people as to whether or not this will come up again in the next budget retreat or before then; and he asked Mr. Loftus to speak to that. He made the statement that he can take the law as it is right now and make a case for anything he wants to do. Further, until we get a clearer interpretation of what we have, or they change what we have to make sense, we're okay right now.

OLD BUSINESS: Mr. Silverman began by saying that in January the board had begun to look into the possibility of a pay range scale that the board would work on and give to the General Manager, giving a minimum to maximum pay ranges, putting it into a contract. We decided that wasn't the way to go. We also decided putting it in the by-laws is not the way to go. I think we determined it's a policy that we need to consider and what we need to do now is decide if we want this policy and how do we go about producing it. Mr. Loftus suggested that there be pay levels, in addition to the pay ranges, that are approved by the board. Several people said, "We already have that." Mr. James expressed that it should be in the by-laws. Discussion ensued as to what the board is trying to accomplish and how to accomplish it. Mr. Wilson suggested a committee to look at the pay ranges and levels for different companies. He then asked Mr. Rollins for his input. Mr. Rollins explained that the salary and wage schedule was presented to the board a number of years ago; and what we do to try to keep up with outside market is take the CPI (consumer price index) for all urban wage earners; take that factor and apply it to the schedule, so that it's a dynamic document, not a static document, and we can compete with outside market. Mr. Rollins further stated that there are circumstances where he has to be creative and isn't sure how that would be applied to the schedule. When it was decided to go to a DGM model, the individuals that were interviewed wanted a six-figure salary. This schedule doesn't accommodate that, so it wasn't an option. When I created the DGM position, we still had the HR position that had to be filled. If I filled that position from outside, I would have had to fund 2 positions. For the DGM position, that creates so much angst for members of the board, is really for 2 positions. I presented a chart that showed the savings that we would realize by doing that. The person serving as our DGM of Operations is also serving as our Director of Human Resources, which allowed me to, instead of paying an outside person so much for the DGM position and a Director of HR, we realized the savings of paying just the one person an increase and have them do both jobs. We are a small operation and we can't afford to compete with the outside market on a DGM and compete with the outside market on a Director of HR. Also, whatever you come up with has to be based on empirical data; so if you want to compete, what does the market call for, for that position. Professor Twigg stated that this is the first time he heard that. Mr. Rollins shared that he made the reorganization presentation to the board last year and included in that presentation was a slide showing the savings from having one person do both jobs. Mr. Silverman ended the discussion by saying there will be a committee who will

MARCH 26, 2014

research and bring back a proposal to the board.

The requested change(s) was made to the resolution and Ms. Nobles, again, read the resolution into the record.

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY RESOLUTION NO. MAR2014-12

APPROVAL OF REVISIONS TO TRAVEL POLICY

A motion of the Board of the Waccamaw Regional Transportation Authority to revise the Travel Policy, to ensure proper and timely documentation, and reporting by all employees and board members.

It was properly moved and seconded that the resolution be approved. There being no questions, a voice vote was taken. No nays being heard, the resolution carried.

NEW BUSINESS: Mr. Wilson expressed that Mr. Silverman had called for a committee to research salary and pay scales and levels and he asked that the committee members be named. Mr. Silverman asked if Mr. Loftus would be on the committee and he agreed. The committee consists of Mr. Loftus, Mr. James, and Professor Twigg. The committee is to bring a report back to the board in May.

Mr. James requested that the members of the board have a key to the Coast RTA facility, should they wish to have a meeting. It was suggested that the outside door to the lobby be unlocked on board meeting day.

Ms. D'Angelo shared that she needs business cards. Ms. Nobles asked her to e-mail the information she would like to have on them and she would get those for her.

ANNOUNCEMENTS: Ms. Norton-Dew spoke about her Leadership APTA project. Mr. James suggested that there be a retreat for the board. There was a discussion regarding past board retreats and having a speaker. Mr. Rollins shared that the Obama administration has announced TIGER 6 Grant providing \$600 million for surface transportation projects. Funding will be awarded on a competitive basis. We will be applying for TIGER 6 funds. Ms. Norton-Dew will update the board in the April meeting. Mr. James requested that we set a date for the board retreat. Mr. Rollins stated that we would come back with a recommendation at the April meeting. Ms. Beaty invited the board to join the staff for the annual luau on Friday, May 2nd. This is an annual cook-out for all employees and we always invite the board members to join us. Mr. Silverman announced the meeting of the Horry County Council special committee and invited everyone to watch or attend.

EXECUTIVE SESSION: The board went into Executive Session at 1:00 PM to discuss an

MARCH 26, 2014

employment contract matter.

There was a motion and second to come out of Executive Session. A voice vote was taken. No nays being heard the Board meeting resumed at 2:25 PM. There was no decision made and no vote taken in Executive Session.

ADJOURNMENT: It was properly moved and seconded that the Board adjourn. A voice vote was taken. No nays being heard, the Board adjourned at 2:26 PM.

MARCH 26, 2014