

**REGULAR BOARD MEETING  
SCC BOARD OF TRUSTEES DISTRICT NO. 531  
SCC RIVER ROOM, SHAWNEE COLLEGE ROAD  
ULLIN, ILLINOIS  
November 1, 2021**

A regular meeting of Shawnee Community College District No. 531 Board of Trustees was held on November 1, 2021, in the River Room and via Zoom. The meeting was called to order by Chairperson Steve Heisner.

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Roll Call**

**The roll call was as follows:**

Mr. James Darden - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Steve Heisner - Yes  
Mr. Michael McMahan - Yes  
Ms. April Moore - Yes  
Mr. John Windings - Yes  
Ms. Andrea Witthoft - Yes  
Mr. Bradley West, Student Trustee - Yes

**Others Present:**

Dr. Tim Taylor, President - Yes  
Darci Cather, Vice President of Academic Affairs - Yes  
Dr. Lisa Price, Vice President of Student Success & Services - Yes  
Brandy Woods, Director of Business Services - Yes  
Dr. Greg Mason, Dean of Workforce Innovation, Adult Basic & Continuing Education - Yes  
Dr. Kristin Shelby, Dean of Academic Affairs and Student Learning - Yes  
Dr. April Teske, Institutional Research, Effectiveness & Planning - Yes  
Rob Betts, Director of Communications/Public Relations - Yes  
Jean Ellen Boyd - Absent  
John Schneider, Attorney - Yes  
Dr. Ian Nicolaidis, S.C.E.A., President - Yes  
Dr. Ryan Thornsberry, Instructor of English - Yes  
Beth Crowe, Administrative Assistant to the President - Yes  
Dr. Marie Giacomelli (via Zoom), HLC Presenter - Yes

**IV. Recognition of Guests and Public Comment**

**V. Approval of Consent Agenda**

*Minutes pg. 1 of 15*

**MOTION NO. 1**

A motion was made by Michael McMahan and seconded by James Darden to **approve the consent agenda** as follows:

- A. Regular Meeting Minutes October 4, 2021
- B. Special Meeting Minutes October 12, 2021
- C. Special Meeting Minutes October 14, 2021
- D. Treasurer's Report
- E. Approval of Bills

Education Fund	\$876,829.01
Building Fund	116,812.38
Restricted Bldg. Fund	0.00
Bond & Interest Fund	0.00
Auxiliary Enterprises Fund	89,525.86
Restricted Purposes Fund (Grants)	153,462.99
Restricted Purposes - FWS*	2,495.35
Restricted Purposes - PELL	0.00
Restricted Purposes - SEOG	0.00
Trust & Agency Fund	4,665.75
Audit Fund	0.00
Liab. Prot. Settlement Fund (TORT)	40,191.84
Grand Total	\$1,283,983.18

On roll call vote, the members voted as follows:

- Mr. Steve Heisner - Yes
- Mr. Michael McMahan - Yes
- Mr. John Windings - Yes
- Ms. Andrea Witthoft - Yes
- Mr. Bradley West, (advisory vote) - Yes
- Ms. Deborah Shelton-Yates - Yes
- Mr. James Darden - Yes
- Ms. April Moore - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**VI. Consideration of Addendum and Re-Investment(s)**

**MOTION NO. 2**

**A motion was made by April Moore and seconded by Deborah Shelton-Yates to **approve Addendum: Education Fund to Restricted Purposes Fund to repay interfund loan outstanding made on 11/30/20, 1/31/21 and 2/28/21 in the amount of \$210,000.00. September 30, 2021****

On roll call vote, the member voted as follows:

- Ms. April Moore - Yes
- Mr. John Windings - Yes
- Ms. Andrea Witthoft - Yes
- Mr. Bradley West, (advisory vote) - Yes
- Ms. Deborah Shelton-Yates - Yes
- Mr. Steve Heisner - Yes
- Mr. James Darden - Yes
- Mr. Michael McMahan - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**VII. Reports**

- A. Student Trustee – Bradley West
- B. Faculty – Dr. Ian Nicolaides
- C. President – Dr. Tim Taylor
- D. Vice-Presidents
  - i. Academic Affairs – Darci Cather
  - ii. Student Success & Services – Dr. Lisa Price
  - iii. Financial & Campus Operations – Brandy Woods
- E. Communications & Public Relations – Rob Betts
- F. Director of Institutional Research, Effectiveness, and Planning – Dr. April Teske
- F. College Saints Foundation – John Windings
- G. Illinois Community College Trustees Association – James Darden

**VIII. Action and Discussion Items**

- A. Presentation and Review of HLC Shared Governance Self Study
- B. Consideration of Approval of the Board Policy Review Schedule
- C. SECOND READ – Review Strategic Outcome Policies (Sent Separately)
- D. Consideration of Approval of Shared Governance Manual (Sent Separately)
- E. Presentation of the ICCB Economic Impact Study for Shawnee Community College
- F. Review of Anticipated Tax Levy Estimate for CY2021
- G. Consideration of Approval to Enter into a Quality-Based Selection Process for a Financial Advisor to Assist with Future Bond Levy Activities
- H. Consideration of Insurance Renewal
- I. Consideration of Approval of Board Meeting Dates/Schedule *Minutes pg. 3 of 15*

- J. Consideration of Acceptance of Annual Security and Clery Act Report
- K. Consideration of Acceptance of Annual Athletic Recruitment Report

**IX. Executive Session**

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment pursuant to 5 ILCS 120/2 (c)(1)
  - i. Consideration of Approval for a Revised Organizational Chart
  - ii. Consideration of Approval to Hire Full-Time Truck Driving Instructor
  - iii. Consideration of Approval of Ratification of Part-Time Employees
  - iv. Consideration for Establishing an Employee Retention Incentive Program
- B. Consideration of Non-Renewal, Resignation, or Termination of any staff or Employee of the College pursuant to 5 ILCS 120/2 (c)(1)
  - i. Consideration of Approval to Accept Full-Time Employee Resignation
  - ii. Consideration of Approval to Accept Full-Time Employee Resignation
- C. Consideration of Items That May Lead or Have Led to Litigation pursuant to 5 ILCS 120/2 (c)(11)

**X. Action and Discussion on Executive Session Items**

- A. Consideration of Extension, Alteration, Performance, or Compensation of Employees' Employment
  - i. Consideration of Approval for a Revised Organizational Chart
  - ii. Consideration of Approval to Hire Full-Time Truck Driving Instructor
  - iii. Consideration of Approval of Ratification of Part-Time Employees
  - iv. Consideration for Employee Retention Incentives
- B. Consideration of Non-Renewal, Resignation, or Termination of any staff or Employee of the College
  - i. Consideration of Approval to Accept Full-Time Employee Resignation
  - ii. Consideration of Approval to Accept Full-Time Employee Resignation
- C. Consideration of Items That May Lead or Have Led to Litigation

**MOTION NO. 3**

**PRESENTATION AND REVIEW OF THE HLC SHARED GOVERNANCE SELF STUDY**

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to recommend the Board carefully review the College’s HLC Shared Governance Self-Study and prepare any questions you might have so they might be answered during Dr. Giacomelli’s presentation. **Link available within electronic Board Book** or on the College’s website [https://www.shawneecc.edu/wp-content/uploads/2021/10/Focused\\_Report.html](https://www.shawneecc.edu/wp-content/uploads/2021/10/Focused_Report.html)

**PRESENTATION ONLY - NO MOTION REQUIRED**

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Ms. April Moore	_____	_____	_____	_____
Mr. Bradley West (advisory vote)	_____	_____	_____	_____
Mr. Steve Heisner	_____	_____	_____	_____
Ms. Deborah Shelton-Yates	_____	_____	_____	_____
Mr. James Darden	_____	_____	_____	_____
Ms. Andrea Witthoft	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Mr. John Windings	_____	_____	_____	_____

Results: \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions, \_\_\_\_\_ absent. The Chairperson declared the motion \_\_\_\_\_ carried \_\_\_\_\_ failed.

**MOTION NO. 4**

**CONSIDERATION OF APPROVAL OF THE BOARD POLICY REVIEW SCHEDULE**

A motion was made by Michael McMahan and seconded by James Darden to recommend the Board approve the Policy Governance Training, review, and adopt the schedule presented.

On roll call vote, the members voted as follows:

- Ms. Deborah Shelton-Yates - Yes
- Ms. April Moore - Yes
- Mr. Steve Heisner - Yes
- Mr. Bradley West, (advisory vote) - Yes
- Mr. John Windings - Yes
- Ms. Andrea Witthoft - Yes
- Mr. Michael McMahan - Yes
- Mr. James Darden - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 5**

**SECOND READ – REVIEW STRATEGIC OUTCOME POLICIES**

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to recommend the Board review each Strategic Outcome policy and provide the President with recommendations to clarify/finalize the language.

**DISCUSSION ONLY – NO MOTION REQUIRED**

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Mr. Steve Heisner	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Ms. Andrea Witthoft	_____	_____	_____	_____
Mr. Bradley West, (advisory vote)	_____	_____	_____	_____
Ms. Deborah Shelton-Yates	_____	_____	_____	_____
Ms. April Moore	_____	_____	_____	_____
Mr. John Windings	_____	_____	_____	_____
Mr. James Darden	_____	_____	_____	_____

Results: \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions, \_\_\_\_\_ absent. The Chairperson declared the motion \_\_\_\_\_ carried \_\_\_\_\_ failed

**MOTION NO. 6**

**CONSIDERATION OF APPROVAL OF SHARED GOVERNANCE MANUAL**

A motion was made by James Darden and seconded by Deborah Shelton-Yates to recommend the Board approve the College’s Shared Governance Committee Structure as presented.

On roll call vote, the members voted as follows:

- Ms. Andrea Witthoft - Yes
- Ms. April Moore - Yes
- Mr. Michael McMahan - Yes
- Mr. James Darden - Yes
- Mr. Steve Heisner - Yes
- Mr. John Windings - Yes
- Ms. Deborah Shelton-Yates - Yes
- Mr. Bradley West (advisory vote) - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 7**

**PRESENTATION OF THE ICCB ECONOMIC IMPACT STUDY FOR SHAWNEE COMMUNITY COLLEGE**

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to recommend the Board review the results of the ICCB Economic Impact Study for SCC and use the data to guide future actions.

**PRESENTATION ONLY – NO MOTION REQUIRED**

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Ms. Deborah Shelton-Yates	_____	_____	_____	_____
Mr. Bradley West (advisory vote)	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Ms. Andrea Witthoft	_____	_____	_____	_____
Mr. Steve Heisner	_____	_____	_____	_____
Mr. John Windings	_____	_____	_____	_____
Ms. April Moore	_____	_____	_____	_____
Mr. James Darden	_____	_____	_____	_____

Results: \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions, \_\_\_\_\_ absent. The Chairperson declared the motion \_\_\_\_\_ carried \_\_\_\_\_ failed.

**MOTION NO. 8**

**REVIEW OF ANTICIPATED TAX LEVY ESTIMATE FOR CY2021**

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to recommend the Board review the CY21 Tax Levy for approval at the December 2021 Board Meeting.

**REVIEW ONLY – NO MOTION REQUIRED**

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Ms. Andrea Witthoft	_____	_____	_____	_____
Mr. James Darden	_____	_____	_____	_____
Mr. John Windings	_____	_____	_____	_____
Mr. Bradley West, (advisory vote)	_____	_____	_____	_____
Mr. Steve Heisner	_____	_____	_____	_____
Ms. Deborah Shelton-Yates	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Ms. April Moore	_____	_____	_____	_____

Results: \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions, \_\_\_\_\_ absent. The Chairperson declared the motion \_\_\_\_\_ carried \_\_\_\_\_ failed.

**MOTION NO. 9**

**CONSIDERATION OF APPROVAL TO ENTER INTO A QUALITY-BASED SELECTION PROCESS FOR A FINANCIAL ADVISOR TO ASSIST WITH FUTURE BOND LEVY ACTIVITES**

A motion was made by Andrea Witthoft and seconded by James Darden to recommend the Board begin the process of hiring a Financial Advisor by authorizing the CFO to enter a Quality-Based selection process and developing a process and timeline for review with Board Finance Committee.

On roll call vote, the members voted as follows:

Ms. April Moore - Yes  
Ms. Andrea Witthoft - Yes  
Mr. James Darden - Yes  
Mr. Bradley West, (advisory vote) - Absent  
Mr. Michael McMahan - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Steve Heisner - Yes  
Mr. John Windings - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 10**

**CONSIDERATION OF APPROVAL OF INSURANCE RENEWAL**

A motion was made by Andrea Witthoft and seconded by Bradley West to recommend the Board approve the Property, Casualty, Liability Insurance bid with ICRMT for \$122,402; to recommend the Board approve the Excess Earthquake Insurance bid with RSUI Indemnity for \$53,500; to recommend the Board approve the Worker's Compensation Insurance bid with Star Insurance Company for \$24,925; and to recommend the Board approve the Storage Tank Pollution Liability Insurance bid with Nautilus for \$5,570.

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Yes  
Mr. Michael McMahan - Yes  
Mr. John Windings - Yes  
Mr. Steve Heisner - Yes  
Mr. James Darden - Yes  
Mr. Bradley West (advisory vote) - Yes  
Ms. April Moore - Yes  
Ms. Andrea Witthoft - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.



**MOTION NO. 11**

**CONSIDERATION OF APPROVAL OF BOARD MEETING DATES/SCHEDULE**

A motion was made by Deborah Shelton-Yates and seconded by April Moore to recommend the Board approve the Board Regular Meeting dates/schedule as presented.

On roll call vote, the members voted as follows:

Mr. Steve Heisner - Yes  
Mr. Bradley West (advisory vote) - Yes  
Mr. John Windings - Yes  
Mr. James Darden - Yes  
Ms. Andrea Witthoft - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Michael McMahan - Yes  
Ms. April Moore – Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 12**

**CONSIDERATION OF ACCEPTANCE OF ANNUAL SECURITY AND CLERY ACT REPORT**

A motion was made by James Darden and seconded by Deborah Shelton-Yates to recommend the Board approve the Clery Annual Security Report and authorize the CFO to post the report on the College's website, as required by law.

On roll call vote, the members voted as follows:

Mr. James Darden - Yes  
Mr. John Windings - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Michael McMahan - Yes  
Mr. Bradley West, (advisory vote) - Yes  
Ms. April Moore - Yes  
Mr. Steve Heisner - Yes  
Ms. Andrea Witthoft - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson the motion carried.

**MOTION NO. 13**

**CONSIDERATION OF ACCEPTANCE OF ANNUAL ATHLETIC RECRUITMENT REPORT**

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_

To recommend the Board review the athletic report and direct any questions to the President.

**DISCUSSION ONLY – NO MOTION REQUIRED**

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Mr. John Windings	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Ms. April Moore	_____	_____	_____	_____
Mr. Bradley West, (advisory vote)	_____	_____	_____	_____
Mr. Steve Heisner	_____	_____	_____	_____
Mr. James Darden	_____	_____	_____	_____
Ms. Andrea Witthoft	_____	_____	_____	_____
Ms. Deborah Shelton-Yates	_____	_____	_____	_____

Results: \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions, \_\_\_\_\_ absent. The Chairperson declared the motion \_\_\_\_\_ carried \_\_\_\_\_ failed.

**MOTION NO. 14**

**IX. EXECUTIVE SESSION**

A motion was made by John Windings and seconded by Deborah Shelton-Yates to **adjourn and go into executive session** at 7:46 p.m. for the purpose of discussing:

On roll call vote, the members voted as follows:

- Mr. Michael McMahan - Yes
- Mr. John Windings - Yes
- Ms. Deborah Shelton-Yates - Yes
- Ms. April Moore - Yes
- Mr. Bradley West, (advisory vote) - Yes
- Mr. James Darden - Yes
- Mr. Steve Heisner - Yes
- Ms. Andrea Witthoft - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 15**

A motion was made by James Darden and seconded by Bradley West to adjourn out of executive session at 9:38 p.m.

On roll call vote, the members voted as follows:

Mr. James Darden - Yes  
Ms. Andrea Witthoft - Yes  
Mr. Steve Heisner - Yes  
Ms. April Moore - Yes  
Mr. John Windings - Yes  
Mr. Bradley West, (advisory vote) - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Michael McMahan - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 16**

A motion was made by April Moore and seconded by Deborah Shelton-Yates to approve the minutes of the executive session held on November 1, 2021.

On roll call vote, the members voted as follows:

Mr. Steve Heisner - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Michael McMahan - Yes  
Ms. April Moore - Yes  
Mr. James Darden - Yes  
Mr. John Windings - Yes  
Ms. Andrea Witthoft - Yes  
Mr. Bradley West, (advisory vote) - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 17**

**CONSIDERATION OF APPROVAL FOR A REVISED ORGANIZATIONAL CHART**

A motion was made by Michael McMahan and seconded by James Darden tTo recommend the Board approve the revised organizational structure changes presented and authorize the President to begin implementing this structure.

On roll call vote, the members voted as follows:

Ms. Deborah Shelton-Yates - Yes  
Ms. April Moore - Yes  
Mr. Steve Heisner - Yes  
Mr. Bradley West, (advisory vote) - Yes  
Mr. John Windings - Yes  
Ms. Andrea Witthoft - Yes  
Mr. Michael McMahan - Yes  
Mr. James Darden - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 18**

**CONSIDERATION OF APPROVAL TO CREATE A NEW FULL-TIME TRUCK DRIVING INSTRUCTOR**

A motion was made by John Windings and seconded by Bradley West to recommend the Board approve the establishment of a new full-time truck driving trainer position.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - Yes  
Mr. James Darden - Yes  
Mr. John Windings - Yes  
Mr. Bradley West, (advisory vote) - Yes  
Ms. April Moore - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Michael McMahan - Yes  
Mr. Steve Heisner – Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 19**

**CONSIDERATION OF APPROVAL OF RATIFICATION OF PART-TIME EMPLOYEES**

A motion was made by Andrea Witthoft and seconded by Bradley West to recommend the Board ratify the part-time hires as presented.

On roll call vote, the members voted as follows:

- Mr. James Darden - Yes
- Ms. Deborah Shelton-Yates - Yes
- Mr. Bradley West, (advisory vote) - Yes
- Mr. Michael McMahan - Yes
- Ms. April Moore - Yes
- Mr. Steve Heisner - Yes
- Mr. John Windings - Yes
- Ms. Andrea Witthoft – Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 20**

**CONSIDERATION FOR EMPLOYEE RETENTION INCENTIVE**

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_  
To recommend the Board engage in a discussion about the feasibility of establishing employee retention incentives for a select group of administrative employees.

**DISCUSSION ONLY – NO MOTION REQUIRED**

On roll call vote, the members voted as follows:

	Yes	No	Abstain	Absent
Mr. Steve Heisner	_____	_____	_____	_____
Ms. Deborah Shelton-Yates	_____	_____	_____	_____
Mr. Michael McMahan	_____	_____	_____	_____
Ms. April Moore	_____	_____	_____	_____
Mr. James Darden	_____	_____	_____	_____
Mr. John Windings	_____	_____	_____	_____
Ms. Andrea Witthoft	_____	_____	_____	_____
Mr. Bradley West, (advisory vote)	_____	_____	_____	_____

Results: \_\_\_\_\_ yeas, \_\_\_\_\_ nays, \_\_\_\_\_ abstentions, \_\_\_\_\_ absent. The Chairperson declared the motion \_\_\_\_\_ carried \_\_\_\_\_ failed.

**MOTION NO. 21**

**CONSIDERATION OF APPROVAL TO ACCEPT FULL-TIME EMPLOYEE RESIGNATION**

A motion was made by Deborah Shelton-Yates and seconded by April Moore to recommend the Board approve the resignation of Tiffany Meyers effective October 6, 2021.

On roll call vote, the members voted as follows:

Mr. James Darden - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Bradley West, (advisory vote) - Yes  
Mr. Michael McMahan - Yes  
Ms. April Moore - Yes  
Mr. Steve Heisner - Yes  
Mr. John Windings - Yes  
Ms. Andrea Witthoft - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 22**

**CONSIDERATION OF APPROVAL TO ACCEPT FULL-TIME EMPLOYEE RESIGNATION**

A motion was made by John Windings and seconded by Deborah Shelton-Yates to recommend the Board accept Mr. Betts letter of resignation effective January 3, 2022.

On roll call vote, the members voted as follows:

Ms. Andrea Witthoft - Yes  
Ms. April Moore - Yes  
Mr. Michael McMahan - Yes  
Mr. James Darden - Yes  
Mr. Steve Heisner - Yes  
Mr. John Windings - Yes  
Ms. Deborah Shelton-Yates - Yes  
Mr. Bradley West (advisory vote) - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.

**MOTION NO. 23**

**XI. Adjournment**

A motion was made by Michael McMahan and seconded by James Darden **to adjourn at 9:48 p.m.**

On roll call vote, the members voted as follows:

Mr. James Darden - Yes  
Ms. Andrea Witthoft - Yes  
Mr. Bradley West (advisory vote) - Yes  
Mr. John Windings - Yes  
Mr. Michael McMahan - Yes  
Ms. Deborah Shelton-Yates - Yes  
Ms. April Moore - Yes  
Mr. Steve Heisner - Yes

Results: 7 yeas, 0 nays, 0 abstentions, 0 absent. The Chairperson declared the motion carried.