



MINUTES

DELAWARE AREA CAREER CENTER BOARD OF EDUCATION
REGULAR MEETING - JUNE 19, 2018 (6:30 P.M.)
DELAWARE AREA CAREER CENTER NORTH CAMPUS - BOARD ROOM

1. CALL TO ORDER: 6:30 P.M.

X J. WAGNER FEASEL X T. BACKUS X E. BISCHOFF X J. HILDRETH X T. KAELBER

2. PLEDGE OF ALLEGIANCE

3. ACCEPT AGENDA FOR THE JUNE 19, 2018 REGULAR MEETING AS PRESENTED (18-060) J. Hildreth moved and E. Bischoff seconded to approve agenda as presented including the Addendum. Motion carried.

yes J. WAGNER FEASEL yes T. BACKUS yes E. BISCHOFF yes J. HILDRETH yes T. KAELBER

4. INTRODUCTION OF GUESTS

5. PUBLIC PARTICIPATION

6. BOARD PRESIDENT'S REPORT

7. BOARD MEMBERS' REPORTS

8. TREASURER'S REPORT

9. SUPERINTENDENT'S REPORT

- Construction Update Elford, Inc.

10. OLD BUSINESS

10.1 Amend Board Resolution #18-053 (5/16/2018 - 12.2.K) to reflect the following changes:

TWO-YEAR, effective 7/1/2018 - 6/30/2020

EMPLOYEE

ADMIN A

Chad Williams

Supervisor-~~Academic Instructors~~ Career Tech Programs

10.2 Amend Board Resolution #17-080 (7/20/2017 - 12.2.D) to reflect the following changes: Approve a \$750.00 stipend per person to the following LPDC members for the 2017/18 school year per Negotiated Agreement Section 1510.2.3:

Greg Carpenter Carol Fuller Ryan Mitchell ~~Taylor Sigworth~~ Britany Friece

10.3 Amend Board Resolution #18-004 (1/10/2018 - 7.) to reflect the following changes: ESTABLISH DATE, TIME, AND LOCATION OF REGULAR BOARD MEETINGS AS PER BOARD POLICY (Section BD)

June 24 19 6:30 P.M. North Campus

(18-061) T. Kaelber moved and T. Backus seconded to approve old business. Motion carried.

yes J. WAGNER FEASEL yes T. BACKUS yes E. BISCHOFF yes J. HILDRETH yes T. KAELBER

11. TREASURER ITEMS

11.1 Approve Minutes of the May 16, 2018 Regular Meeting. [Exhibit A](#)

11.2 Business and Reports at the Recommendation of the Treasurer:

A. Approve Fiscal Reports for May 2018, with expenditures totaling \$4,077,852.72 [Exhibit B](#)

B. Approve disposal of inventoried assets as presented. (Treasurer will have copy of disposal requests at the meeting.)

C. At the recommendation of the Treasurer, approve the necessary advances of funds to eliminate deficit balances at the end of fiscal year 2018. The list of advances will be supplied to the Board at the July Board meeting.

D. Authorize Treasurer to sign the updated agreement for the Deposit of Public Funds

MISSION: The Delaware Area Career Center, in partnership with community, is an innovative model for developing lifelong learners, quality leaders, and critical thinkers for the dynamic and global environment.



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 REGULAR MEETING - JUNE 19, 2018 (6:30 P.M.)
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- with First Commonwealth Bank effective May 10, 2018 through December 31, 2021.
 E. Approve the Temporary Appropriations for the 2019 Fiscal Year:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
001	General	\$20,457,918.63
003	Permanent Improvement	\$2,754,000.00
004	Building	\$75,000.00
006	Food Service	\$350,344.00
007	Special Trust	\$6,804.18
009	Uniform School Supplies	\$189,751.91
011	Rotary – Special Services	\$187,808.80
012	Adult Education	\$590,203.50
013	Recreation	\$14,453.63
018	Public School Support	\$575,078.28
022	District Agency	\$9,411.08
023	Self-Insurance Fund	\$1,855,415.00
024	Employee Benefits Self	\$71,098.78
200	Student Managed Activity	\$302,404.00
414	Adult High School	\$3,600.00
451	Data Communication	\$7,536.01
499	Miscellaneous State Grant	\$2,000.00
501	Adult Basic Education	\$392,773.89
524	Voc. Ed.: Carl D. Perkins	\$350.00
590	Improving Teacher	\$423,810.50
599	Miscellaneous Fed. Grant	\$43,166.70
GRAND TOTAL:		\$28,312,928.89

- F. Approve the Amended Appropriations for the 2018 Fiscal Year:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
001	General	\$29,630,565.55
003	Permanent Improvement	\$21,398,474.79
004	Building	\$6,040,000.00
006	Food Service	\$292,977.00
007	Special Trust	\$6,804.18
009	Uniform School Supplies	\$208,546.95
011	Rotary – Special Services	\$182,910.50
012	Adult Education	\$644,731.41
013	Recreation	\$2,572.96
018	Public School Support	\$15,613.42
022	District Agency	\$465,910.23
023	Self-Insurance Fund	\$11,175.77
024	Employee Benefits Self	\$2,132,859.00
200	Student Managed Activity	\$112,695.09
414	Adult High School	\$99,400.00
451	Data Communication	\$3,600.00
499	Miscellaneous State Grant	\$12,115.67
501	Adult Basic Education	\$272,376.52
524	Voc. Ed.: Carl D. Perkins	\$390,302.31
590	Improving Teacher	\$1,533.87
599	Miscellaneous Fed. Grant	\$98,848.20
GRAND TOTAL:		\$62,024,013.42

- (18-062) J. Hildreth moved and E. Bischoff seconded to approve Treasurer items. Motion carried.

yes
yes
yes
yes
yes

J. WAGNER FEASEL T. BACKUS E. BISCHOFF J. HILDRETH T. KAELBER

12. SUPERINTENDENT ITEMS

12.1 New Hires

- A. Approve 185 day contract for Leslie Friedrich as Intervention Specialist-Hospitality Program Instructor at Class 4 Step 10 for the 2018/19 school year, effective

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- 8/2/2018, pending receipt of all required paperwork.
- B. Approve 185 day contract for Emilie Gossett as Intervention Specialist at Class 4 Step 10 for the 2018/19 school year, effective 8/2/2018, pending receipt of all required paperwork.
 - C. Approve two year, 206 day contract for Kendall Friend as Cafeteria Manager at Class Lunch Supervisor Step 10, effective 7/23/2018 pending receipt of all required paperwork.
 - D. Approve Lucas Bergman as EMS Coordinator, effective 6/22/2018 through 6/30/2018, for 9 hours per week at a rate of \$26.00 per hour, pending receipt of all required paperwork.
 - E. Approve 1 year limited part-time, as needed contract for Robert Boggs as Equine Science Aide, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork.
 - F. Approve the following Adult Education Coordinators on an as needed basis, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork:

<u>Name</u>	<u>Program</u>	<u>Per Hour</u>	<u>Hours</u>
Bergman, Lucas	EMS Coordinator	\$26.00	9 hours per week
Castrodale, Kimberly	Nurse Aide Training Coordinator	\$26.00	10 hours per course
Martinez, Jose	Motorcycle Ohio Coordinator	\$26.00	As needed
Scarbury, Matthew	Fire Coordinator	\$26.00	13 hours per week
Stainer, Tim	Public Safety Coordinator	\$26.00	20 hours per week
Weber, Larry	Financial Aid Coordinator	\$26.00	As needed

- G. Approve the following ABLE (Aspire) Instructors, at the rate of \$24.00 per hour, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork:

Linda Alexander	Jenny DeJong	Lucinda Miller-Zeallear	Daniel Stone
Megan Arrington	Pam Dugas	Lindsay Nelson	Jeanne Thomas
Mary Beth Boles	Kathie Elrod	Steven Nelson	Rebecca Thomas
Rebecca Bowling	Liz Fronduti	Gunta Nies	Peg Watkins
Debra Brown	Cheryl Hagerty	Meghan Paulien	Heidi Westover
Wendy Buckey	Theresa Kempker	Elizabeth Robertson	Barbara Wookey
Nance Curtis	Jerry Leslein	Kerry Seyffer-Sprague	Lorraine Ziegler
- H. Approve Lynn Cook as part-time ABLE (Aspire) Counselor, at the rate of \$24.00 per hour, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork.
- I. Approve Rebecca Bowling as part-time ABLE (Aspire) Administrative Assistant, at the rate of \$20.00 per hour, not to exceed a total of 20 hours per week, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork.
- J. Approve the following as Adult Education test proctor at a rate of \$25.00 per hour on an as needed basis, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork:

Lutz, Jeanette Meider, Teri

- K. Approve the following for hire as Adult Education Instructors at a rate of \$25.00 per hour on an as needed basis, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork:

COST – Customized Office Skills Training

Meider, Teri

EMERGENCY MEDICAL TECHNICIAN

Bergman, Lucas	Blair, Jeff	Guyton, Mary	Welch, Porter
Bivens, Laurie	Dick, Matthew	Titus, Patrick	Zierden, Erik
Bivens, William			

NURSE AIDE TRAINING PROGRAM

Castrodale, Kimberly

OHIO BASIC PEACE OFFICER TRAINING ACADEMY

Anderson, Scott	Brewbaker, Daniel	Harris, Molly	Santos, Scott
Banaszak, Lawrence	Cordial, Ronald	Jividen, Daniel	Smith, Brian
Baughman, Christopher	Dick, Matthew	Karafa, Nicholas	Talbert, Michael

Beck-Taylor, Stacie	Doan, Charles	Keiffer, Kevin	Taylor, Michael
Bessinger, Jeffrey	Galasso, John	Koontz, Harold	Thompson, Brian
Bever, David	Gannon, Chuck	Martin, Robert	Wiseman, J. David
Botdorf, Terry	Glazer, Rodney	Murray, Michael	Woolum, Todd

WELDING PROGRAM

DeMent, Brad

- L. Approve the following for hire as Adult Education Firefighting Lead Instructors at a rate of \$25.00 per hour, and Adult Education Firefighting Lead Assistant Instructors at a rate of \$20.00 per hour, on an as needed basis, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork:

Anderson, William	Fowler, Jeffrey	Michaels, Shane	Singleton, Jason
Baker, Caleb	Heckel, Ryan	Morales, Andrew	Stainer, Timothy
Bartnikowski, Andrew	Hunt, Kristen	Nelson, Thomas	Stein, Steven
Benjamin, Scott	Kaczmarek, Keith	Nicodemus, Chad	Strohl, Timothy
Bergman, Lucas	Kerns, Austin	Prantl, Gregory	Thrash, Richard
Coletta, John	Koslow, Stephen	Rosenberger, David	Tomlin, Philip
Dudley, Travis	Lewis, Wesley	Sancin, James	Williamson, David
Feldman, Timothy	McKeen, Michael	Scarbury, Matt	

- M. Approve the following for hire as Adult Education Motorcycle Ohio Instructors at a rate of \$26.00 per hour on an as needed basis, effective 7/1/2018 through 6/30/2019, pending receipt of all required paperwork:

Blankenship, Michael	Kormanik, John	McBride, Arnie	Sams, Doug
Covucci, Frank	Kunkel, Charles	McCue, Michael	Sharritts, Valerie
Engen, Kari	Kuszmaul, Ron	Michel, John	Taylor, Fay
Fields, Shawn	Martinez, Jose	Murray, Charles	Thatcher, Robert
Graham, Michael	Matheron, Michelle	Nutt, Elaine	

- N. Approve the following for hire as Substitute Custodian, effective 7/1/2018 through 6/30/2019 on an as-needed basis, pending receipt of all required paperwork:

Paul Grimes Jerimiah Horner Nelson Jones Joseph Patrick Walter Patrick

- O. Approve the following for hire as Substitute Cook, effective 7/1/2018 through 6/30/2019 on an as-needed basis, pending receipt of all required paperwork.

Janice Clickenger Jerimiah Horner Angela Sibrel

- P. Approve the following as Substitute Technology Support, effective 6/22/2018 through 6/30/2019 on an as-needed basis, pending receipt of all required paperwork.

Craig Lobdell Randy Moore Wayne Strunk

- (18-063) T. Backus moved and T. Kaelber seconded to approve new hires. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELEBER

12.2 Personnel

- A. Accept letter of resignation from Melissa Johnson as Intervention Specialist, effective 8/16/2018.
- B. Approve Maddy Shumaker for reclassification to Class 4 Step 3 based upon earning a Master's degree, effective 6/13/2018.
- C. Approve extended time to the following for the 2018/2019 school year, effective 7/1/2018 (*Staff preparing/finalizing records/reports will use a minimum of 14 hours between 7/1/18 and 8/6/18, and 14 hours from the day after the last teacher work day to 6/30/19:

<u>Name</u>	<u>Hours</u>	<u>Purpose</u>
Bando, Jamie	200	Preparing/finalizing records/reports*
Brause, Cynda	100	Preparing/finalizing records & care plans*
Cox, Allison	153	Preparing/finalizing records/reports*
Dennewitz, Jennifer	20	Preparing/finalizing records/reports*
Fickert, Alyssa	20	Preparing/finalizing records/reports*

Gossett, Emilie	20	Preparing/finalizing records/reports*
Johnson, Jackie	200	Preparing/finalizing records/reports*
Kohl, Kelly	112	Teacher Orientation, Workshops, Resident Educator
Reinhart, Lisa-Marie	42	Business/Industry Outreach, CTPD Assoc. District Collaboration
Siekman, Mary	90	Summer Camp, Parent Mtgs, Community & Assoc. District Outreach
Stevenson, Sarah	153	Preparing/finalizing records/reports*
Tornes, Kathy	153	Preparing/finalizing records/reports*

- D. Approve the rate of pay for a long-term instructional substitute who temporarily assumes full classroom responsibility for one specific teacher during a time when the teacher is unable to fulfill instructional responsibilities. Effective for the 2018/19 school year:

Day 1 – 10:	\$100.00 per day
Day 11 – 30:	\$110.00 per day
Day 31 – 60:	\$160.00 per day
Day 61 and above:	\$213.50 per day (beginning step of teacher salary schedule)

- E. Approve Richard Mason for monthly cell phone usage stipend at a rate of \$40.00 per month per board Policy EGAC, effective 7/1/2018 through 6/30/2019.

(18-064) E. Bischoff moved and T. Kaelber seconded to approve personnel items. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELEBER

12.3 Contracted Services

- A. Approve MOU with the Delaware County Probate/Juvenile Court to provide School Liaison Program (SLP) program for the 2018/19 SY. [Exhibit C](#)
- B. Approve a one-year service agreement with Johnson Controls to provide access controls software for the north building effective 7/1/2018 through 6/30/2019. [Exhibit D](#)
- C. Approve agreement with Dynamix Energy Services, LLC to extend engineering and technical support on the building automation HVAC system for the DACC north and south buildings effective 7/01/2018 through 6/30/2019. [Exhibit E](#)
- D. Approve the MOU between DACC/Aspire and the Board of County Commissioners, Union County, Ohio, to provide onsite Aspire classes from 7/1/2018 through 6/30/2019. [Exhibit F](#)
- E. Approve the MOU between DACC/Aspire and the Delaware City Vineyard Church to provide onsite Aspire classes from 7/1/2018 through 6/30/2019. [Exhibit G](#)
- F. Approve the MOU between DACC/Aspire and the Delaware County District Library to provide onsite Aspire/ESOL classes from 7/1/2018 through 6/30/2019. [Exhibit H](#)
- G. Approve the MOU between DACC/Aspire and the Delaware County Jail to provide onsite Aspire classes from 7/1/2018 through 6/30/2019. [Exhibit I](#)
- H. Approve the MOU between DACC/Aspire and the Hilliard City School District to provide onsite Aspire/ESOL classes from 9/4/2018 and 5/22/2019. [Exhibit J](#)
- I. Approve the MOU between DACC/Aspire and the London Metropolitan Housing Authority to provide onsite Aspire classes from 7/1/2018 through 6/30/2019. [Exhibit K](#)
- J. Approve the MOU between DACC/Aspire and the Vineyard Community Center to provide onsite Aspire and ESOL classes from 7/1/2018 through 6/30/2019. [Exhibit L](#)
- K. Approve the MOU between DACC/Aspire and the Tolles Career & Technical Center to provide onsite Aspire classes from 7/1/2018 through 6/30/2019. [Exhibit M](#)
- L. Approve the MOU between DACC/Aspire and the West Central Community Correctional Facility to provide onsite Aspire classes from 7/1/2018 through 6/30/2019. [Exhibit N](#)
- M. Approve the MOU between DACC/Aspire and the Columbus Metropolitan Library to provide onsite Aspire classes from 7/9/2018 through 6/30/2019. [Exhibit O](#)

(18-065) J. Hildreth moved and T. Backus seconded to approve contracts. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELEBER

12.4 Purchases

- A. Approve *Foundations of Restaurant Management, second edition - Level 1*; National Restaurant Association; ISBN 978-1-58280-335-7; 25 text and e-book bundles at \$95.00 each plus shipping.
- B. Approve *Foundations of Restaurant Management, second edition - Level 2*; National Restaurant Association; ISBN 978-1-58280-342-5; 25 text and e-book bundles at \$95.00 each plus shipping.
- C. Approve *Fanuc Handling Tool Operations and Programming Manual*; Fanuc America Corporation/IST Ohio; 15 books at \$100.00 each plus shipping.
- D. Approve *Fanuc System R-30iB Controller iRVision 2D Manual*; Fanuc America Corporation/IST Ohio; 25 books at \$100.00 each plus shipping.
- E. Approve *Fanuc Roboguide/Handling PRO Manual*; Fanuc America Corporation/IST Ohio; 25 books at \$100.00 each plus shipping.
- F. Approve *The Industrial Design Reference & Speculation Book: Everything Industrial Designers Need to Know Everyday*; Rockport Publishers; ISBN 1592538479; 25 books at \$16.75 each plus shipping.
- G. Approve *Turning Center Text Book*; CNC Concepts/IST Ohio; ISBN 978-150551-826-9; 25 books at \$90.00 each plus shipping.
- H. Approve *Turning Center Work Book*; CNC Concepts/IST Ohio; ISBN 978-150551-878-8; 25 books at \$25.00 each plus shipping.
- I. Approve *Machining Center Text Book*; CNC Concepts/IST Ohio; ISBN 978-150551-764-4; 25 books at \$90.00 each plus shipping.
- J. Approve *Machining Center Text Book*; CNC Concepts/IST Ohio; ISBN 978-150551-796-5; 25 books at \$25.00 each plus shipping.
- K. Approve *Industrial Hydraulic Technology Text Book*; Parker Hannifan Corporation/IST Ohio; Product # Bul. 0232-B1; 23 books at \$50.00 each plus shipping.
- L. Approve *Industrial Hydraulic Technology Student Lab Manual*; Parker Hannifan Corporation/IST Ohio; Product # Bul. 0216-B8-R1; 23 books at \$40.00 each plus shipping.
- M. Approve *Microsoft 850 Student Kit*; Rockwell Automation/IST Ohio; Product # TCT-M850-TSP; 15 books at \$140.00 each plus shipping.
- N. Approve *Introduction to Automation Student Kit*; Rockwell Automation/IST Ohio; Product # TCT-IA-TSP; 15 books at \$140.00 each plus shipping.

(18-066) T. Backus moved and J. Hildreth seconded to approve purchases. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

12.5 Other

13. ADOPTION OF REVISED BOARD POLICIES

13.1 Approve changes to the DACC Student Handbook for the 2018/19 SY. [Exhibit P](#)

(18-067) T. Kaelber moved and E. Bischoff seconded to approve policy. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

14. Approve the amended Admin A/B Salary Schedule as presented, effective 7/1/2018. [Exhibit Q](#)

(18-068) T. Backus moved and T. Kaelber seconded to approve schedule. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

15. MOTION TO GO INTO EXECUTIVE SESSION

I move to go into executive session pursuant to Ohio Revised Code Section 121.22 (G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official, or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual; preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment; matters required to be kept confidential by federal law or regulations or state statutes.

(18-069) J. Wagner Feasel moved and J. Hildreth seconded to enter into executive session at 7:12 p.m. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

The board reentered open session at 7:52 p.m.

16. Approve the Memorandum of Understanding (MOU) between The Delaware Area Career Center Board of Education (the "Board") and the Delaware Area Career Center Education Association ("Association"), as presented for the purpose of resolving a ULP related to stipend and supplemental contract compensation. [Exhibit R](#)

(18-070) T. Kaelber moved and J. Hildreth seconded to approve MOU. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

17. ADMINISTRATORS' PROFESSIONAL GROWTH PLAN

Authorize payment of Administrator's Professional Growth Plan compensation to the following:

Ryan Eldridge	\$2,267.95
Kyle Ellwood	\$2,219.08
Rory Gaydos	\$3,796.20
David Gilliam	\$3,126.28
Tamara Hall	\$4,455.88
Kris Lucas	\$4,073.96
Tom Marchetti	\$3,975.04
Chad Williams	\$4,029.12

(18-071) E. Bischoff moved and T. Backus seconded to approve payment. Motion carried.

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

18. ADJOURNMENT: 7:58 P.M.

(18-072) E. Bischoff moved and T. Kaelber seconded that the Delaware Area Career Center Board of Education Regular Meeting be adjourned at 7:58 p.m. Motion carried

<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>	<u>yes</u>
J. WAGNER FEASEL	T. BACKUS	E. BISCHOFF	J. HILDRETH	T. KAELBER

TREASURER

BOARD PRESIDENT