MINUTES

ST. CHARLES COMMUNITY 708 MENTAL HEALTH BOARD Wednesday, January 29, 2014

Den A Conference Room, Municipal Center Building

MEMBERS PRESENT: Chairman Barb Gacic, Mary Hughes, Ron Weddell,

Carolyn Waibel

OTHERS PRESENT: Michael Cohen, Carla Cumblad, Stephanie Baer (Tribune)

ABSENT: Nancy Kane-Richards, Maureen Lewis

1. Call to Order

Chair Barb Gacic opened meeting at 5:35 p.m.

2. Announcements

Barb Gacic: I'm Barb Gacic and I am the newly appointed Chair of the 708 Mental Health Board, newly appointed this fall. I am new at this, the last time I chaired something it was the Band Boosters President, and I am not really, really good at "Roberts Rules of Order," so bear with me.

I spoke with Stephanie on the phone today. Stephanie Baer is from the Chicago Tribune, she called to ask some questions today, so I invited her to come to our meeting tonight, because it is an open meeting.

Can we go around one more time and say who you are and how long you've been in town.

Ron Weddell: I'm Ron Weddell. I've been in town for 31 years.

Carolyn Waibel: I'm Carolyn Waibel. I was raised here from '78 until '97, and then came back in 2009.

Mary Hughes: I'm Mary Hughes. I moved here in 1974, so its 40 years, long time.

Barb Gacic: I'm Barb Gacic. We moved here in '73.

Carla Cumblad: I'm Carla Cumblad. I think I've been here about 20 years, so you can do the math, that's '94.

Michael Cohen: I'm Michael Cohen and we have been here not quite three years.

May Foster: I'm May Foster and I've been working for the City for about 6 ½ years.

3. Approval of Meeting Minutes from February 28, 2013 Mental Health Board Meeting.

Barb: The first thing we need to do is approve the minutes of the last meeting. I read through them and I saw nothing. Our last meeting was February 28, 2013, so it was just a year ago. The minutes were not approved because we have not had a meeting since then. We can't have the minutes approved until we have a meeting to pass them and that's why they have not been published on the City's website either. So if there are any questions about that. We normally meet once, possibly twice a year, unless there is something. We occasionally do field trips so that we break up the number of agencies that we fund and we go out and visit them so that we get a little better feel. We come back and report back to the rest of the group or send an email with what's involved and if they noted anything different that's happened. Can we ask for a motion to accept the minutes?

Motion by Mary Hughes, second by Ron Weddell to approve minutes of February 28, 2013 St. Charles Community Mental Health Board meeting.

Voice Vote: Ayes: Unanimous; Nays: None; Absent: Nancy Kane-Richards, Maureen Lewis; motion carried.

4. Board Vacancies

Barb: The next thing on the agenda is the vacancies. Terry Murphy has resigned and Nancy Kane-Richards needs to take a break when her term is up on April 30, 2014, according to the ruling in the bylaws. We will be looking for two new people, so if Michael and Carla, if you're interested, if you can just send a brief resume to the Mayor and copy me at BarbGacic@gmail.com, though if you get things from the City, you'll usually get my business email which is Barb@jshcpas.com, so that's me.

Michael: Now do you need a resume, because I know when I was talking with Maureen (Lewis), she was saying just write it kind of like a bio in an email and send that.

Barb: Yes, we don't need anything really formal. Just what you've done and why you're interested in coming onto the board and just one page.

Carol: When do you need it?

Barb: If we could have it by the 7th at the latest. The reason being is to get you on the Board for Thursday, the 27th meeting. We need you appointed by the Mayor at the next City Council meeting, which is the 18th. You do not need to be there for the appointment. There is the whole process that needs to be followed. The 27th is the annual meeting and that meeting is always the last Thursday in February. It starts at 6:00 p.m. and goes until we finish. We used to do it in two separate sessions, because you had to work with

calculators and the last few years we have done it in the smaller rooms. Each agency presenting would come in one at a time. They have ten minutes allocated to come in and give their spiel. Normally we get the entire packet of their application the week before in the mail. I have last year's applications; minus the financial statements and any organization requesting \$10,000 or more has to give us their financial statements that go along with their applications. Any organization that gets \$25,000 or more is required to submit financial statements to the City monthly. So what we are doing on that evening, is allocating the funding dollars that we have then it goes to City Council approval. Those that get more than \$25,000 are required to come before the City Council in July and again give that same presentation to the City Council and at that time if the City Council has any questions on it, they have the opportunity to ask. There usually aren't, but one year there was a very specific situation, it was a very interesting meeting. It's a very interesting process. It is very disheartening sometimes because of the funding needs that are within the community and as you can all see as we go through the packet that we laid out for you; the funding just continues to go down because the real estate tax dollars go down.

Carolyn: When we vote on the 27th, that doesn't go to Council vote until July, so there is a lag time?

Barb: There is a lag time because it's the beginning of the new fiscal year which is May 1st.

Carolyn: So by the time it gets on the agenda, it's in July sometime?

Barb: Right, and then May (Foster) will send out the letters with the first checks in August, so until then, no one really knew how much each agency was receiving, but now everybody will pretty much know if they so choose to stay at the meeting. We used to go into the City Council Chambers and put it up on the board, when it was closed session. When I came on, I went okay, I'm so paranoid about doing things by the rules, I actually had it verified through the Attorney General's Office that we can't go into closed session, so it will be an open meeting. The letters have gone out with the packets for them to fill out for their application and it's in those letters that we will be meeting in City Council Chambers, so we'll go in before we leave tonight to kind of get an idea of how we're going to set up. Very rarely will you have someone that wants to sit here from 6-10:30, but we may have a few people that want to and that's fine. They are totally welcome to come to listen to the entire process, there's a lot involved with it in a short amount of time. It's easier doing it all in one night where it's fresh in our minds, than it is coming back for another night.

Carolyn: Will we be notified when the vote goes to final approval to Council in July or just when it's done?

Barb: Yes, you get a note and you're welcome to come. I have come all but one of the years that I've been on. Only because I always felt that it was an interesting process and

that if I was on the Board that was one thing I could/should be here for. A trip to the airport was more important the one year that I missed. I will be at this year's meeting, barring a baby in Boston, so I may ask someone else to come and sit in for that one.

Mary: It's just important to keep in mind that these are taxpayer dollars and we have to be very respectful of the process and make sure that we are good stewards and making good decisions as responsibly as we can. The process has evolved considerably over the years. When I first came on the Board, which was a number of years ago, and then had a break, and then came back, it was far more casual I think and we didn't have the dollars, we didn't have the numbers of agencies. The demands may be more, that's great, but it's evolved over time and I think it's good.

Barb: I created part of a packet here, May (Foster) contributed to it. The very first thing we have given to everyone is the full set of the bylaws and this is what governs us. Take it home, read it; it's really fascinating, because it tells us what we are here for and what we are charged with.

Michael: I know you mentioned you haven't met since last year, so you do not meet quarterly?

Barb: No. We could, if we called a meeting, because we are only charged with allocating the dollars once a year unless we have something specific. A few years ago we called everyone in from all of the various agencies for a January meeting and said okay, you need to understand that we are tightening the requirements or making sure that you are following what is already set there. And we had virtually, just about every agency that was going to be asking for funding come to hear us and it was pleasantly amazing when we got those applications in how they had tightened up what they put in and how they had tailored their presentations to what we were asking for. I was very familiar with one agency and she came in with a really good "feel good" story every year, but she wasn't communicating as to what that agency really did and how they were helping mental health. She came back and gave that presentation in February and she nailed it. I would've stood and clapped for her because she really was saying what we were asking for. She got the message, as did most of them. I'm a stickler for details. If we are asking for, the 501(c)(3) letter at the back of their packet, I don't want to see a sales tax letter from the state, I want to see the 501(c)(3) letter. I don't want a marketing brochure, I want the financial statements. We ask for the financial statements. So we've cleaned up those things over the years, but those are requirements and if they're asking for us, for our funding, then they need to follow the rules that have been set.

Mary: I think sometimes it's an issue of communication too. Agencies change personnel, they change directors, you know, sometimes focus shifts a little bit and it's just a matter of refreshing the criteria that these people are expected to follow. It's a lot of money we're talking about.

Michael: So if I can, for the four of you who are on the Mental Health Board, what would you be looking for as a prospective member here? What would you four be looking for in a prospective member?

Barb: A member of the Board?

Michael: Yes, what would you four be looking for? You guys are already on the Board so for people looking to join, what are you guys looking for?

Ron: Willingness to become acquainted and familiarized with the agencies that are funded and that includes the field trips to the agencies as we divvy up the trips. Reading the reports, knowing what they do and how it fits in with the City mission on mental health. And most importantly that the people who are receiving the dollars are City of St. Charles residents.

Mary: That's an important point to keep the focus in mind, even though, you know this agency may serve residents all over the Fox Valley and they're very needy residents, our money has to go towards residents of the City of St. Charles, not the township, but the City, because these people are paying the tax dollars. So I think that's what we have to kind of be very vigilant about.

Michael: Carolyn, did you want to add anything at all?

Carolyn: I was going to defer since this is kind of my maiden voyage, but the only two cents I would say is someone who is passionate about the City moving forward. That's what got me to have an interest in the Board.

Michael: My undergrad is in Social Work, my Masters is in Community Development, but where I work, I'm a manager for our outreach and prevention team that does work with at-risk youth. We also have a whole side that does family therapy.

Mary: For what agency?

Michael: I work for Hanover Township. So we cover Cook County, Streamwood, Bartlett, Hanover Park and Elgin. We have a 708 Mental Health Board at the township.

Barb: Do they function similarly to ours?

Michael: They meet more often, I think they meet six times a year if not more. I don't know if they meet monthly, but we have two positions by us that are funded through the Mental Health Board. So it's the same thing, our director will print up all this and goes and has five or ten minutes to do his talk and to see if we get the funding.

Carolyn: Can I ask you a clarifying question just really quick? I'm looking at this, this is the Crisis Center in Elgin, so how do we entertain agencies that are outside of St. Charles?

Barb: Yes, they have to service the St. Charles residents. So the number that you see highlighted there are numbers that were St. Charles residents.

Mary: And we ask for real verification of that. We ask agencies to be very diligent in reporting that.

Barb: The first piece that I put on the packet, you got the entire packet from May (Foster). I had done the first two pages, which shows that on page one, what we are charged with and the types of disorders that have to there for being recipients of our funding. Mental disorders, developmental disabilities, which include mental retardation, cerebral palsy, epilepsy and autism, substance abuse and drug abuse. So those are the disabilities that we need to focus on and that the agencies that come to us focus on. The next thing under my paperclip is the 708 Board Funding. I always thought I knew, but I wanted to verify, so I did call Chris Minick's office yesterday to verify and back in 1989, the City of St. Charles became a home rule community and was asked if they would be interested in creating a 708 Mental Health Board. Through the referendum, it was passed. It is four cents per \$100.00 of equalized assessed valuation. So that would come out to .0004 of \$100,000 home or \$40.00 on your real estate taxes. Years ago it actually used to be on the real estate bills, it's no longer there as a separate line item, but that's where it comes out to. This comes out to 5.6% of the City's total rate. So if you are looking at strictly the City part of the tax bill, then it comes down from there. The equalized assessed valuation has decreased in the past few years and our budget is assigned based on what is anticipated for the EAV, at the time of the levy passage, so when this was passed last fall, this was where it came up to the number that's on the next page. So if you want to look at what it was and what it's going to be, we are likely not to exceed \$525,000 this coming year. Last year was \$584,000, the year before that was \$584,000 and that was after administrative expenses, because they are now charging us for the dollars for May (Foster) to transcribe and attend the meetings and our dinner.

Ron: So that's a significant reduction there, \$59,000 anticipated. Do we know what the funding proposal amount is so far from the different agencies?

Barb: No and we won't know that until the week before, so I always block out the weekend before, because I do work, I block out the entire weekend before and spend my weekend reading the entire packets. I'm the office manager in a CPA Accounting firm, I take great pride in telling people I don't do financial statements, I can, I choose not to, but once a year I sit down and read every single packet application and every single financial statement. I'm looking for little quirky things to find out whether they're judiciously spending all of their funding dollars, not just those from us.

You can see in 2010, the economy was so good. The real estate taxes were still high even though the economy was going down and that was the last year that we sat there and the applications were for \$190,000 for Tri-City Family Services and we gave them \$200,000.

Mary: We gave bonuses, it was so wonderful.

Barb: We did, we did, it was a wonderful, wonderful process and every year since then it has gone down from there. So everyone needs to be aware where we're going to be headed.

Michael: So they're pretty much the same agencies come forward every year?

Barb: Yes. You can see that there were a few, we stopped giving to the high schools because it was very hard to justify through their presentations that they were trying to make some of the students feel good and build their self-esteem by taking them to a Bulls game. You can't justify, when the tax dollars go to that and the taxpayer can't afford to go to a Bulls game, you can't justify sending a student.

Mary: I think the schools are a good example of how things sort of got miscommunicated over the years. When that program first started, it was one of the middle schools. The guidance counselor and the principal came in and they had this wonderful program for dealing with at-risk students and they had statistics to show how teacher intervention at special times and homework helpers and things like that would really make a difference in their suspension rates and that was very impressive. And of course then the other schools all got wind of that too and thought well this is something maybe we ought to try, but then with different staffing and different changes in focus and all that and it isn't to say that the needs aren't there, because they really are in many cases, but it's just that we couldn't justify spending taxpayer's dollars on students who were at-risk, but maybe didn't have mental health needs. So that's where, the high schools sort of came in at the end.

Barb: I think the first year or two that I was on the Board, even then we were like okay, let's reassess because we had so many needs that were so much greater.

Carolyn: Do you allow them access to present anymore or no, with the high schools?

Barb: Sure, anyone can come and ask. Two years ago literacy volunteers came to present, but we didn't feel that they fit our by-law requirements, so they did not receive any funding, hence they're not on here. But anyone that wants to is welcome to come and present to us.

Michael: Do they receive those guidelines ahead of time so they can figure out ahead of time so they can figure out if they're a fit or not before they come?

Barb: Yes, they do.

Carla: How does the community find out about these application opportunities?

Barb: They'll usually call City Hall.

Mary: It's published in the paper

Barb: Community Crisis actually came on board several years ago because her best friend ran Mutual Ground. Community Crisis serves St. Charles and north, Mutual Ground serves Geneva and south in the county. Though they do intermingle if someone is from St. Charles and there is a dangerous situation that they might be at-risk going to the Elgin facility, they will send them to Aurora and vice versa, so there is a little bit of comingling there, but they work so well together because they're all for the good of abused women and children. So Mutual Ground told Gretchen at Community Crisis that they really needed to go and submit an application and so the first time Gretchen came here, she said she was told me to come and it has been an absolutely incredible area and I took a field trip myself this summer on that one just because I wanted to see what they were about and they are amazing.

The three middle schools were all cut last year because our funding was cut, but all three of them have very good programs and they're all a little bit different because their students come from different areas of the community. Thompson's, you can see, I tried to, when I was doing the 2,000 clients served, 13 clients served, they have to come in with a percentage of their students because so many of their students are not city limit residents, so they have to come in with a percentage of that. I've tried to give you as much information as possible.

Mary: I think a good example of something that can be a little bit in the gray area is Prairie State Legal Services. When our funds were very good, certainly Prairie State Legal Services does do a lot to provide for people with mental health issues, doing social security appeals and if they have legal difficulties, if some people, some domestic kinds of situations, do a wonderful job with that and they do serve people with mental health issues, but it got to the point where we felt we could not continue with that because other more direct needs were primary.

Barb: And they are funded by the legal community and the federal government. Some of the agencies are consistent. Fox Valley Special Recreation asks for \$5,000.00 every year, they have never asked for an additional amount. Obviously that fits into their budget and if they can count on the \$5,000.00, they're not going to ask for any more. Association for Individual Development, that's the number that they gave us last year that they helped, they are the second largest agency to get from us. Does anybody have any other questions on what we are seeing here that either Mary or I could help you with? The last part that I gave you was, I've been trying to watch the newspaper on the upcoming referendum for the developmentally disabled...

Mary: Is that going to be on the ballot?

Barb: It is on the ballot. I've attended the open forum at Batavia's Library back in October, I believe. I spoke before the City Council last week in response to Corinne Pierog and gave a complete presentation to the City Council and then I essentially gave them the exact same information that is on here. I gave the information on how much we were funded last year, the number of people that we funded and I think there was one more thing but I've forgotten which and because Mayor Rogina didn't ask me to come to the podium, they couldn't transcribe it. I was just essentially answering what our total funding had been, which was the \$584,000.00 and the number of people we had helped and I clarified that fact that it was City of St. Charles residents because she had referred in her presentation to 60174 zip codes and it's not that. You can have a 60175 and be a City resident. So I wanted that clarification.

Carla: So what was Ms. Pierog's point?

Barb: She is one of the spokespeople for the countywide 708 Board and the City Council position was at that time "just listening." There was no discussion about it, it was just listening.

Carla: There was no conversation about merging?

Barb: Not yet.

Carla: A different 708, is that part of the conversation ultimately?

Barb: Right now, this actually came before our board last year and I'll read what it said in there at the time. "Regarding the County going through this proposal that was going to," at that time it was going to be on last year's ballot and didn't make it. "Measure all by itself regarding the developmentally disabled and a special levy funding source just for that and discussion that John Rabchuk (former MHB Chair) had with Lynn O'Shea at that time from AID, I was not aware that DayOne Network has 100% of their activity toward developmentally disabled, it was not toward mental health issues, but they are a facilitator. They do not have direct services. So this is why they did not get funding last year."

At that time, our Board did not make any decisions, any discussions because until the referendum is passed, there really isn't anything for us to decide.

Ron: As I understand the referendum, it's "The Show You Care Kane" is for the facility construction, it's not for the gambit of mental health services that we provide for our funded agencies.

Barb: Yes, it would only be for, as I understand it, it would only be for the developmentally disabled, so this is a whole other area and until it's passed and the City Council gives us direction...

Carla: It's a different funding source as I understand it. It's a Kane County tax versus a City tax. And I also understand that not only are they trying to figure out housing, because housing is huge. I thought it was for students, well students of all ages actually. For folks with developmental disabilities, and autism and mental health needs. I thought it was for the gambit, but housing is a huge issue as is respite care for families and vocational services, huge vocational services. That's where I heard the emphasis was going to be, but there have been so many voices talking about this since last year that I'm not sure what format, what their priorities are now. I was just curious. I think it's just separate funding.

Barb: It would be a separate tax, yes.

Carla: And you haven't been approached about merging with them.

Mary: No.

Barb: There are all kinds of scenarios as to what would happen to us, to our funding that we have now, because it was originally passed by referendum for our funding for this, so this is all a City Council discussionary thing after it's passed.

Mary: It's a separate entity.

Carolyn: Is there currently any respite in Kane County, do you know, any respite care services? I know there is in DuPage, but I was unaware of any in Kane.

Carla: Very little, AID does some, but there is very little, Tri-City does some, but very little.

Carolyn: But nothing that is county funded? There is county funded in DuPage.

Carla: No, not to my knowledge. So is it likely that if that does pass, is it likely that this Board would have more meetings or not?

Mary: I don't see that that's the case. I think our mission will still stay as it is. We have the funding from the taxes that are provided by the 708 Board for the City of St. Charles for mental health services. This is a whole different area.

Carla: You primarily grant these awards and then this board doesn't look for any updates, the City Council looks for updates, did I hear you say?

Barb: What we propose for the funding allocations...

Carla: I understand the funding allocations and granting, but is there an end of the fiscal year report that you review or that the City Council reviews?

Barb: Once it goes, we have never had it adjusted from what we suggested.

Mary: That kind of gets into a whole different area too. Our role as a Board is simply to look at the tax dollars, look at the requests and allocate the funds. We don't have a monitoring function of agencies at all. The City keeps track of the financial statements.

Barb: That's why we require the financial statements once a month.

Carla: So the duties of the Board, review and evaluate mental health services and facilities, that's what I was...review and evaluate and submit to the Mayor an annual and 3-year written program plan.

Barb: That's pretty much what the field trip part of it. The annual program plan would be the allocation.

Ron: I recall in the past when agencies came in, they were requesting funds for the next fiscal year but additionally they'd give us a report from the previous year so we could see how they spent the dollars. We want to know how many people got the dollars, how did you break that down, is there any accounting liability in that.

Barb: Yes, and that is part of a Board member's responsibility, is to question them, not just to blanketly sit here and listen to them. You need to know, what are you doing, what are you doing this year, and this year even more so because of so many new Board members. We need them to explain. You can't just come in and say okay, what's new this year?

Mary: There's some agencies that we know really well and they just come in and tell us and it's just really a pleasure to hear what they're doing and how they're so conscientious about their use of funds, others that we don't know maybe as well, you do want to ask them a few more questions, but some we just know really well, they just do a great job. Mostly, they all do a great job, I can say that.

Barb: They're judicious in their handling, because this is what keeps them going, agencies like us and as the state is running 180 days out and more sometimes, it's absolutely unconscionable the federal dollars that have been cut from these programs. They are very, very happy that people want to listen and hear them and what they're doing and what they're going through and how they're managing because there's more and more people coming in the doors.

If we don't have any other questions, can we go to the City Council Chambers and look at it?

Michael: My last questions, for you as the new Chair, what's your vision for the Board?

Barb: I would like a cohesive Board, that as we go through the funding dollars, and what we'll do that night is we'll put it up, the spreadsheet on the wall and play with the numbers, the formulas are in so that we're getting down to that bottom number. I don't want someone saying well that Board deserves an extra \$30,000 and we're going to cut this one \$25,000 and this one \$5,000 just because this is my pet project. I think we all maybe have, if not favorites, then ones that we prefer over others for whatever reason, I would like that left at the door, because every agency that comes through our door is absolutely very deserving. Whether it is Suicide Prevention, that comes in and talks about not only what they do, but the agencies, on Suicide Prevention, on the numbers that I gave you, I didn't count the hundreds and hundreds of kids in the high school, this is direct numbers that came off of there, but they go and give educational speeches, which is a couple of thousand kids, they cannot track the calls to the 800 number, so that doesn't come into the numbers because they can't track where it came from, so that is an agency that is reaching out to a lot more people than what we're seeing. Maybe Easter Seals touched you at one point in your life or maybe you had someone that committed suicide or whatever. Everybody that comes through the door is more than deserving and if we had a million dollars I don't think we'd have a problem allocating it. I hope that answers your question, but that is what I'm looking for, is open minded, fair because looking at the numbers, we've got an awfully difficult job this year.

Mary: And we do want the best bang for our buck too out of it. We want to hit the most people we can and make sure that whatever we allocate, we think is going to really make an impact. We wish we had more money.

Carolyn: I wish there was a more proactive approach by the schools, because they have an opportunity to influence so many with a more comprehensive plan. It seems like they haven't ever presented one.

Barb: The middle schools really do. They really come up with a really good presentation and each one is just a little bit different and we may talk amongst ourselves in between and say, though we'll have to, but it'll be open meetings so everybody will be able to listen if they want.

Mary: Well the issue with the middle schools as Barb touched on, is we have three middle schools that serve the whole school district, but our dollars have to go towards St. Charles residents, City of St. Charles residents. Wredling, I think at one point had almost all City of St. Charles residents, Thompson and Haines, it was skewed, their percentages were different and yet when they first came in, when Haines first came in years with their proposal it was wonderful and reducing these suspensions. They showed statistics, they presented at national conferences, but things get diluted over the years and changed and needs change.

Barb: And the students, we have questioned them, and because the students come from such diverse economic backgrounds, Wredling is going to be the lowest, Haines is going to be in the middle, Thompson is pretty much going to be the highest income level for the school district and they're going to feed into St. Charles North, which is what they are capturing in their presentations too.

Carolyn: It'll be great to hear different services that are provided for the local youth too. Like the education program that they can't track for the suicide prevention.

Mary: And there's also the St. Charles Youth Commission too which has a lot of influence with the schools. So it isn't just our tax dollars here, but the Youth Commission. So there're all sorts of avenues into the schools and what you'll hear is that like for example Tri-City Family Services partners with the school district. They do a lot at North and I'm sure at East too.

Barb: The book that I just showed May (Foster) is brand new, off the presses, came out the first part of December. I got it today. Tri-City Family Services partnered with the agency that is the non-profit that is Helping Girls Navigate Adolescence (HGNA) and now this is their for-profit element of that. Last year was the first year that they were able to, they are a Downers Grove/Hillside group that was started by a former school board member. Last year was the first when Jim Otepka came in and talked to us, he was saying that they had had such a, they had expected 50 girls, 5th, 6th, and 7th graders to come to the presentation and they had almost 300 and it went over so well that they are running another one this year, this Saturday as a matter of fact. If this one goes well, they have been working together, this program will go nationally for 5th, 6th, and 7th graders and that book is a journal targeted towards those girls. They ran it past three psychologists and two others to do the editing and the reviewing of it and it's journaling as they go through the book then they are able to build their beads, so it's just a really exciting thing for middle school students I think.

5. Adjournment

Motion by Mary Hughes, second by Carolyn Waibel to adjourn the meeting at 6:28 p.m. **Voice Vote:** Unanimous, motion carried.

Respectfully submitted

May Foster Recording Secretary