

**THE UNIVERSITY OF WYOMING  
MINUTES OF THE TRUSTEES**

**September 13, 1974**

**For the confidential information  
of the Board of Trustee**

THE UNIVERSITY OF WYOMING

Minutes of

THE TRUSTEES

13 September 1974

Table of Contents

	<u>Page</u>
ROLL CALL -----	1
APPROVAL OF MINUTES -----	1
LEGISLATIVE PROGRAM -----	1
ANNOUNCEMENTS -----	2
APPOINTMENTS	
1. Mary Ann Anderson -----	3
2. Frederick R. Duke -----	3
3. Robert W. Gunderson -----	3
4. Herbert W. Gottfried -----	3
5. John Stuart Uthoff -----	3
6. Eugene M. Longen -----	3
7. Judith Kay Olson -----	3
8. George L. Blau -----	3
9. Minga K. Futrell -----	3
10. Jacqueline A. Cable -----	3
11. John P. Apruzese -----	3
12. Clifton Dale Lemons -----	3
13. Beth Ann McClenahan -----	4
14. Leslie J. Zorko -----	4
15. Debra Ann Fanning -----	4
16. Nancy Prince Kasakow -----	4
17. Jennifer Little -----	4
18. Abdel-Fattah Amr -----	4
19. David H. Foster -----	4
20. Lang-Wah Lee -----	4
21. Elizabeth Ann Herman -----	4
22. Catherine F. Gunter -----	4
23. Lewis G. Polidoro -----	4
24. Suzanne B. Anderson -----	5
25. Martha Anne Whittaker -----	5
26. William M. Dillsaver -----	5
27. Garnet Elaine Premer -----	5
28. Janet M. Rewerts -----	5
HONORIFIC APPOINTMENTS	
1. Richard H. Hart -----	5
2. Marjory I. Andresen, M. D. -----	5
3. Melvin Cole, M. D. -----	5
4. Shirley Hunter -----	6
5. Ronald R. Lund, M. D. -----	6

HONORIFIC APPOINTMENTS (Continued)	
6. Robert T. Patrick, M. D. -----	6
7. Margaret Ellen Smith -----	6
8. Thomas V. Toft, M. D. -----	6
9. Jerry Lee Youmans, M. D. -----	6
CHANGES IN DESIGNATION	
1. Vernon L. Johnson -----	6
2. G. Fred Doll -----	6
3. Thomas A. Wesche -----	7
LEAVES OF ABSENCE	
1. Alan A. Beetle -----	7
2. Anna Mae Brenner -----	7
CHANGE IN APPOINTMENT -- Mary O. Warren -----	7
CONSULTANT TO THE PRESIDENT AND DIRECTOR OF MEDICAL EDUCATION DEVELOPMENT --	
Thomas A. Nicholas, M. D. -----	8
VICE PRESIDENT FOR RESEARCH	
E. Gerald Meyer, Acting Vice President -----	8
RESIGNATIONS	
1. Warren E. Hedstrom -----	9
2. Douglas E. Eastwood -----	9
3. Thomas A. McKean -----	9
4. C. James Quittner -----	9
5. Robert C. Tindall -----	9
6. Charles A. Pratt -----	9
7. Robert V. Russell -----	9
8. Lewis R. Vavra -----	9
9. Walter S. Chmielewski -----	10
10. Richard J. Jiacoletti -----	10
11. Martin S. Robinette -----	10
12. Robert L. Whitehead -----	10
13. John K. West -----	10
RETIREMENT -- Helen John Wright -----	10
GIFT FROM THE W. R. COE FOUNDATION TO THE UNIVERSITY OF WYOMING FOR THE MILWARD L. SIMPSON FUND -----	
	10
CONTRACTS, GRANTS, GIFTS AND SCHOLARSHIPS -----	11
PHYSICAL PLANT	
1. Brees Field Lease -----	12
2. Responsibility of Architects for Their Design of Buildings -----	12

	<u>Page</u>
PHYSICAL PLANT (Continued)	
3. Paving of the Parking Area at the Plant Science Laboratory Greenhouse. -----	13
4. Law Building -----	13
BUDGET COMMITTEE -----	13
ATHLETIC COMMITTEE -----	14
DEVELOPMENT COMMITTEE -----	14
AUDIT OF STUDENT NEWSPAPER -----	14
ADJOURNMENT -----	14

THE UNIVERSITY OF WYOMING  
Minutes of  
THE TRUSTEES  
13 September 1974

President Pence called a regular meeting of the Trustees of The University of Wyoming to order at 9:00 a. m. on 13 September 1974 in the Board Room of the Old Main Building.

ROLL CALL

The following Trustees answered roll call:

Brodrick, Bunning, Hickey, Hines, Hollon, Pence, Quealy, Joseph Sullivan, Thorpe, True, Wilson, and ex officio members Carlson and John Sullivan. Mr. McBride and ex officio members Governor Hathaway and Schrader were absent.

APPROVAL OF MINUTES

Mr. Pence asked if there were any additions or corrections to the minutes of the meeting of 30 August 1974. Mrs. Hickey moved approval of the minutes of the meeting of 30 August 1974 as circulated. The motion was seconded by Mr. Bunning, and it carried.

LEGISLATIVE PROGRAM

Dr. Carlson called attention to the proposed schedule for holding meetings with Legislators to explain the 1975-1977 biennial budget for the University. He asked the Trustees to review the schedule and to advise his office of any necessary or recommended changes in the schedule. Various suggestions were offered for improving the presentation of the budget to the Legislators. It was agreed that living expenses should be paid by the University for President and Mrs. Carlson for as long as it is necessary for them to be in Cheyenne on official University business during the sessions of the Legislature.

## ANNOUNCEMENTS

President Carlson called the attention of the Trustees to the tickets given to them for the luncheon of the Wyoming Bar Association scheduled for 1:00 p. m. in the Crane Dining Room.

At 9:45 a. m. Mr. Hines moved that the meeting go into executive session. The motion was seconded by Mr. Joseph Sullivan, and it carried.

At 3:45 p. m. the meeting was reconvened in open session with the same persons present except for John Sullivan, who is hereafter recorded as absent. Mr. Pence called for consideration of items of business included in the President's Report. On the basis of discussions which took place during the executive session, the following actions were taken:

## APPOINTMENTS

Mr. Hines moved confirmation of all appointments approved by President Carlson in accordance with authorization granted to him by the Trustees with the exception of the appointment of Garnet Elaine Premer as Area Community Resource Development Agent in the Big Horn Basin. The motion was seconded by Mrs. Hickey, and it carried. A motion by Mr. Joseph Sullivan to confirm the appointment of Miss Premer was seconded by Mr. Bunning. On call for the question, the motion was carried with negative votes being cast by Trustees Hines, Hickey and Wilson. The following appointments were confirmed.



1. Mary Ann Anderson as Supply Instructor in Home Economics for the 1974 Fall semester.
2. Frederick R. Duke as Assistant to the Dean of the College of Arts and Sciences and Professor of Arts and Sciences for the 1974-75 academic year.
3. Robert W. Gunderson as Visiting Associate Professor of Mathematics for the 1974 Fall semester.
4. Herbert W. Gottfried as Assistant Professor of Art for the 1974-75 academic year.
5. John Stuart Uthoff as Assistant Professor of Theatre for the academic year 1974-75.
6. Eugene M. Longen as Assistant Professor of Italian for the 1974-75 academic year
7. Judith Kay Olson as Assistant Professor of Psychology for the 1974-75 academic year, effective at the beginning of the 1975 Spring semester.
8. George L. Blau as Supply Assistant Professor of Psychology for the 1974 Fall semester.
9. Minga K. Futrell as Temporary Assistant Professor in the Science and Mathematics Teaching Center for the 1974-75 academic year.
10. Jacqueline A. Cable as Instructor in English for the 1974-75 academic year.
11. John P. Apruzese as Lecturer in Astronomy and Planetarium Director from 1 September 1974 through 31 August 1975.
12. Clifton Dale Lemons as Associate Professor of Vocational Education for the academic year 1974-75.

13. Beth Ann McClenahan as Instructor in Primary Education in the University School for the 1974-75 academic year.
14. Leslie J. Zorko as Instructor in the University School for the 1974-75 academic year.
15. Debra Ann Fanning as Supply Instructor in the University School for an indefinite period during the 1974-75 academic year, effective at the beginning of the 1974 Fall semester.
16. Nancy Prince Kasakow as Supply Instructor in Elementary Education in the University School for the 1974-75 academic year.
17. Jennifer Little as Supply Instructor in the University School for the 1974-75 academic year.
18. Abdel-Fattah Amr as Supply Assistant Professor of Mechanical Engineering for the 1974-75 academic year.
19. David H. Foster as Supply Instructor in Civil Engineering for the 1974-75 academic year (rank contingent upon completion of doctoral degree requirements).
20. Lang-Wah Lee as Supply Instructor in Mechanical Engineering for the 1974 Fall semester.
21. Elizabeth Ann Herman as Temporary Assistant Professor of Nursing for the academic year 1974-75.
22. Catherine F. Gunter as Supply Instructor in Nursing for the 1974-75 academic year.
23. Lewis G. Polidoro as Associate Professor of Audiology for the 1974-75 academic year.



24. Suzanne B. Anderson as Supply Instructor in Speech Pathology for the 1974 Fall semester.

25. Martha Anne Whittaker as Assistant Cataloguer and Supply Instructor in the University Library for the 1974-75 fiscal year, effective 3 September 1974.

26. William M. Dillsaver as University Extension Agent, Fremont County (Wind River Indian Reservation), for the fiscal year 1974-75, effective 3 September 1974.

27. Garnet Elaine Premer as Area Community Resource Development Agent, Big Horn Basin, for the 1974-75 fiscal year, effective 16 September 1974.

28. Janet M. Rewerts as Assistant State Youth Leader in the Expanded Foods and Nutrition Education Program (EFNEP) for the fiscal year 1974-75, effective 1 August 1974.

#### HONORIFIC APPOINTMENTS

Mrs. Hickey moved approval of honorific appointments. The motion was seconded by Mr. Joseph Sullivan, and it carried. As a result of this action the following honorific appointments were approved for three-year appointments with the understanding that they carry no tenure rights or salary:

1. Richard H. Hart as Lecturer in Animal Science, effective 1 September 1974.

2. Marjory I. Andresen, M.D., as Lecturer in Medical Technology, effective 13 September 1974.

3. Melvin Cole, M.D., as Lecturer in Medical Technology, effective 13 September 1974.

4. Shirley Hunter as Lecturer in Medical Technology, effective 13 September 1974.

5. Ronald R. Lund, M. D., as Lecturer in Medical Technology, effective 13 September 1974.

6. Robert T. Patrick, M. D., as Lecturer in Medical Technology, effective 13 September 1974.

7. Margaret Ellen Smith as Lecturer in Medical Technology, effective 13 September 1974.

8. Thomas V. Toft, M. D., as Lecturer in Medical Technology, effective 13 September 1974.

9. Jerry Lee Youmans, M. D., as Lecturer in Medical Technology, effective 13 September 1974.

#### CHANGES IN DESIGNATION

Mr. True moved confirmation  
of changes in designation as

approved by President Carlson for persons presently in the employ of the University. The motion was seconded by Dr. Thorpe, and it carried. The following changes in designation were confirmed:

1. Vernon L. Johnson, presently Scientist-Engineer II in the Division of Basic Research Glass Shop, additionally as Lecturer in Chemistry for the 1974-75 academic year.

2. G. Fred Doll, presently Research Associate in the Water Resources Research Institute, additionally as Temporary Instructor in the Water Resources Research Institute for the 1974-75 fiscal year, effective 26 August 1974.

3. Thomas A. Wesche, presently Research Biologist in the Water Resources Research Institute, additionally as Temporary Instructor in Water Resources Research Institute for the 1974-75 fiscal year, effective 26 August 1974.

LEAVES OF ABSENCE

It was moved by Mr. Bunning,  
seconded by Mr. Quealy, and carried

to approve leaves of absence for the following persons for the periods and under the conditions cited.

1. Alan A. Beetle, Professor of Range Management, a leave of absence without pay from 1 February through 31 May 1975 to permit him to accept an appointment with Chapman College in its World Campus Afloat program.

2. Anna Mae Brenner, Assistant Professor of Food and Nutrition, a leave of absence without pay for the 1974 Fall semester in order to complete a research project which she has undertaken in connection with her work for a doctoral degree at the University of Tennessee-Knoxville.

CHANGE IN APPOINTMENT

Mr. Hines moved approval of a change  
in appointment of Mary O. Warren as

recommended by President Carlson. The motion was seconded by Mr. Brodrick, and it carried. In accordance with the recommendation from Dr Carlson, the appointment for Mrs. Warren was approved as Human Development Specialist and Supply Instructor in Agricultural Extension for the 1974-75 fiscal year, effective 1 October 1974, with

academic rank and status as well as salary to be contingent upon completion of all requirements for the Ed. D. degree by the effective date of her appointment, or by 1 January 1975.

CONSULTANT TO THE PRESIDENT  
AND DIRECTOR OF MEDICAL  
EDUCATION DEVELOPMENT

Mr. Hollon moved confirmation of the appointment of Thomas A. Nicholas; M. D.,

as Consultant to the President and Director of Medical Education Development for the 1974-75 fiscal year, effective 1 August 1974, as approved by President Carlson. The motion was seconded by Mrs. Hickey, and it carried.

VICE PRESIDENT FOR RESEARCH

Dr. Thorpe seconded a motion by Mr. Hollon to

authorize the establishment of an office of Vice President for Research as recommended by the President. On call for the question, the motion carried with negative votes being cast by Trustees Bunning and Quealy based on the timing of the request and by Mrs. Hickey based on her reluctance to authorize the creation of another position of vice president. President Carlson then presented his recommendation that E. Gerald Meyer, presently Dean of the College of Arts and Sciences and Professor of Chemistry, be designated Acting Vice President for Research, effective immediately, to serve until such time as a permanent appointment is made to that position. He stated that Dr. Meyer would continue to serve as Dean of the College until an Acting Dean could be named to serve as a temporary replacement

for him and that there would be no change in his budgeted salary for the 1974-75 fiscal year. Dr. Thorpe moved approval of the designation of Dr. Meyer as Acting Vice President for Research as recommended by the President. The motion was seconded by Mr. True, and it carried.

RESIGNATIONS

It was moved by Mrs. Hickey, seconded by Mr. Joseph Sullivan, and carried that the following resignations be accepted, to be effective on the dates indicated.

1. Warren E. Hedstrom, Assistant Professor of Agricultural Engineering, effective 24 July 1974.
2. Douglas E. Eastwood, Associate Professor of Computer Science, effective 27 August 1974.
3. Thomas A. McKean, Assistant Professor of Zoology and Physiology, effective 1 September 1974.
4. C. James Quittner, Assistant Professor of Theatre, effective 22 July 1974.
5. Robert C. Tindall, Assistant Professor of Psychology, effective 22 August 1974.
6. Charles A. Pratt, Associate Professor of Educational Administration, effective at the close of the 1973-74 academic year.
7. Robert V. Russell, Assistant Professor of Education and Assistant Director of the University School, effective 20 August 1974.
8. Lewis R. Vavra, Instructor in Elementary Education and Third-Grade Supervisor in the University School, effective 1 August 1974.



9. Walter S. Chmielewski, Associate Professor of Mechanical Engineering and Head of the Department, effective 20 August 1974.

10. Richard J. Jiacoletti, Associate Professor of Nuclear and Mechanical Engineering, effective 1 August 1974.

11. Martin S. Robinette, Associate Professor of Audiology, effective 23 August 1974.

12. Robert L. Whitehead, Assistant Professor of Speech Pathology, effective 3 August 1974.

13. John K. West, Assistant State 4-H Club Leader and Instructor in Agricultural Extension, effective 21 October 1974.

RETIREMENT

Mr. Hines moved approval of the retirement of Helen John Wright, University Extension Agent in Fremont County, effective 30 September 1974, as an exception to the Regulations of the Trustees inasmuch as Miss Wright does meet requirements for retirement under Federal Civil Service requirements. Mrs. Hickey seconded the motion, and it carried.

GIFT FROM THE W. R. COE  
FOUNDATION TO THE UNIVER-  
SITY OF WYOMING FOR THE  
MILWARD L. SIMPSON FUND

On a motion by Mr. True,  
seconded by Mr. Joseph  
Sullivan, and carried, the

following resolution was adopted to direct the transfer to The University of Wyoming Foundation for management and investment as agent of the Trustees a gift of \$50,000 received by the University from The W. R. Coe Foundation.



RESOLUTION RE GIFT FROM  
THE COE FOUNDATION TO THE UNIVERSITY OF WYOMING  
FOR THE MILWARD L. SIMPSON FUND

WHEREAS, The W. R. Coe Foundation of New York City has given the sum of \$50,000 to The University of Wyoming for the Milward L. Simpson Fund, and

WHEREAS, the said Milward L. Simpson Fund was created by and is under the management and control of The University of Wyoming Foundation for specific uses and purposes as evidenced by that certain declaration of trust dated October 17, 1969, and

WHEREAS, The University of Wyoming Foundation, a non-profit corporation under the laws of the State of Wyoming, is organized to assist and extend financial support to The University of Wyoming and to serve as agent for The University of Wyoming in the management and investment of property of any kind acquired by The University of Wyoming by gift or devise,

NOW THEREFORE, be it resolved that:

1. The Trustees of The University of Wyoming, as the lawful governing board of The University of Wyoming, do hereby transfer to The University of Wyoming Foundation the sum of \$50,000 which has been given to The University of Wyoming by The W. R. Coe Foundation for the Milward L. Simpson Fund. Such Foundation shall serve as agent of The University of Wyoming in the management and investment of such monies and it shall hold and apply such monies for the same purposes and uses as provided for the Milward L. Simpson Fund.

2. In accordance herewith, and subject to the foregoing provision, the Deputy Treasurer of the Trustees of The University of Wyoming is authorized to transfer said sum of \$50,000 to The University of Wyoming Foundation.

CONTRACTS, GRANTS, GIFTS  
AND SCHOLARSHIPS

It was moved by Dr. Thorpe,  
seconded by Mr. Wilson,

and carried to accept contracts, grants, gifts, and scholarships for the period 1 July 1974 through 28 August 1974 in the following amounts: Contracts and Grants, \$1,575,552; Gifts, \$9,460; and Scholarships, \$53,542; Total, \$1,638,554.

PHYSICAL PLANT

Mr. Pence then called on Mr. Hines for a report from the Physical Plant and Equipment Committee. Mr. Hines read the minutes of the meeting held by the Physical Plant and Equipment Committee on 12 September 1974, a copy of which accompany these minutes as Attachment A. In accordance with recommendations made as a result of that meeting the following actions were taken.

1. Brees Field Lease. It was moved by Mr. Hines, seconded by Mr. Brodrick, and carried to authorize the proper officers of the University and Trustees to execute a new ten-year lease between the City of Laramie, the County of Albany, and the University for two acres of land at the Brees Field Airport under the same terms as provided in the present lease, i. e., (1) a \$1.00 consideration; (2) termination upon a notice of 90 days by the City and County should airport expansion require the use of the premises; (3) an offer of an alternate site in the event item 2 should be exercised; and (4) should the University facilities on the site become surplus, the City and County would be offered the property at a price to be negotiated.

2. Responsibility of Architects for Their Designs for Buildings  
Mr. Joseph Geraud, the University Legal Counsel, was invited to join the meeting to discuss legal requirements for executing satisfactory agreements with architects. After considerable discussion, the Trustees confirmed the present practice of the University in negotiating such agreements in accordance with policy instituted

by the Physical Plant and Equipment Committee which provides for a fixed-fee agreement with architects and such other provisions as will assure the definition of the responsibilities of architects, to include: (1) statements of probable construction cost and obtaining bids within such statements; (2) supervision of the project during the construction phase; (3) responsibility of the architect for adherence to University requirements made known prior to preparation of cost estimates and the effect of subsequent requirements made by the University. The appropriate administrators of the University were authorized to continue to act under the present policy. Mr. Geraud then left the meeting.

3. Paving of the Parking Area at the Plant Science Laboratory Greenhouse. It was moved by Mr. Hines, seconded by Mr. Brodrick, and carried to reject a bid of \$14,285 submitted by the C & M Ready Mix Concrete Company of Laramie for making improvements to the parking area at the Plant Science Laboratory and Greenhouse. So that the work might be completed this fall, it was agreed new bids should be called for on the same project but replacing concrete for asphalt paving. Such bids are subject to a maximum cost of \$10,000, the amount originally allocated by the Trustees for this project at their meeting on 2 August 1974.

4. Law Building. Mr. Hines moved that the dark frame color rendering be approved for the new Law Building. The motion was seconded by Mr. Brodrick, and it carried.

BUDGET COMMITTEE

Mr. Quealy moved adoption of the recommendation of the Budget Committee for approval of the 1975-77 budget estimate as circulated to the Trustees, and

Bunning seconded the motion, and it carried. Mr. Pence reminded the Trustees that the budget request has traditionally been considered confidential until the Governor has authorized release of that information.

ATHLETIC COMMITTEE

Mr. Pence indicated there was no report from the Athletic Committee.

DEVELOPMENT COMMITTEE

Mr. Hollon stated that although the Development Committee had met earlier in the day, there was nothing to report for action at this time.

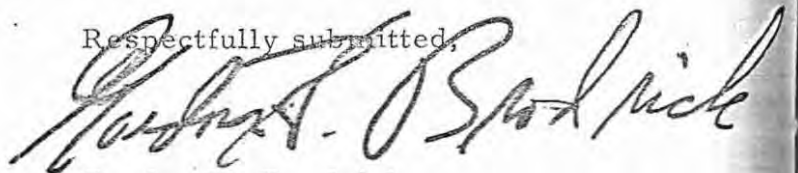
AUDIT OF STUDENT  
NEWSPAPER

Mr. True commented on the report submitted by Mr. Paul Joy, Internal Auditor, on an audit he had made of the student newspaper for the year ended 30 June 1974. He stated that he thought such written reports are valuable and that the Internal Auditor should continue to forward them to the Trustees. He then moved acceptance of the report as submitted. Mrs. Hickey seconded his motion, and it carried.

ADJOURNMENT

There being no other business to come before the Trustees, upon a motion duly made by Mr. Hines, seconded by Mrs. Hickey, and carried, Mr. Pence declared the meeting to be adjourned at 4:45 p.m. The next regular meeting of the Trustees is scheduled for 18-19 October 1974.

Respectfully submitted,



Gordon H. Brodrick  
Secretary



MINUTES OF THE  
PHYSICAL PLANT AND EQUIPMENT COMMITTEE MEETING  
September 12, 1974

The meeting was called to order by Chairman Hines at 1:15 p.m. In addition to Mr. Hines, those present were Messrs. Hollon, Bunning, Sullivan, Wilson, Brodrick, Carlson, Geraud, McFadden, Ranz, Jones, Jackson, and Arnold. Mr. Hays was absent.

BREES FIELD  
LEASE

The Committee voted to recommend to the Trustees that a new ten-year lease between the City of Laramie, the County of Albany, and the University on two acres of land at the Brees Field Airport be executed under the same terms as the present lease which provides for (1) a \$1.00 consideration; (2) termination upon 90 days' notice by the City and County if airport expansion requires use of the premises; (3) an offer of an alternate site in the event of exercising number 2; and (4) if University facilities on the site become surplus, the City and the County will be offered the property at a price to be negotiated.

RESPONSIBILITY OF  
ARCHITECTS FOR THEIR  
DESIGN OF BUILDINGS

A discussion was had concerning basic provisions to be included in agreements with architects.

The Committee confirmed the current policy of having a fixed-fee agreement with architects and such other provisions as will assure the definition of the responsibilities of architects including:

1. Statement of probable construction cost, detailed cost estimates, and bids.
2. Supervision of the project during the construction phase.
3. Adherence to a fixed limit for construction costs except for University directions and requirements given to the architect after submission of the statement of probable cost.

The Committee concluded that if any selected architect declines to accept the form of agreement offered by the University administration, the matter should be referred to the Physical Plant Committee for reconsideration of the selection of the architect.

The University attorney was instructed to exercise his best effort to assure that architect agreements define the responsibilities involved insofar as reasonably possible.

The Committee felt that disputes with architects should be settled by arbitration under the State arbitration laws.

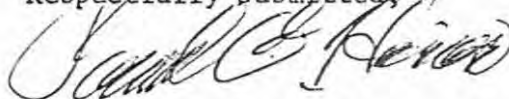
FINE ARTS BUILDING PROBLEMS      There was a discussion regarding some of the construction work which has been done at this building, especially at the music practice rooms where there are acoustical problems.

PLANT SCIENCE LABORATORY FACILITY PARKING LOT PAVING      The Committee voted to reject the \$14,285 bid of C & M Ready Mix Concrete Co., Laramie, and to ask for bids for concrete rather than asphalt paving, the work to be completed this fall. If the lowest bid is \$10,000 or less, the Committee felt the project should be started at once. (Reference-- Board Minutes for 2 August 1974).

LAW BUILDING COLOR RENDERINGS      It was reported the Law Building Planning Committee had unanimously selected the dark frame color rendering. The Physical Plant and Equipment Committee voted to recommend to the Trustees that the wishes of the Planning Committee be accepted and that the Planning Committee members be told that their time and efforts are appreciated.

ADJOURNMENT AND TOUR      The business meeting ended at 2:45 p.m. and following that, those who could went on a tour of the new Physical Education building, the Wyoming Union, and the Fine Arts building.

Respectfully submitted,



Paul Hines, Chairman