



STATE OF MICHIGAN

DEPARTMENT OF COMMUNITY HEALTH  
LANSING

RICK SNYDER  
GOVERNOR

OLGA DAZZO  
DIRECTOR

## **MICHIGAN BOARD OF NURSING DISCIPLINARY SUBCOMMITTEE MEETING OF MARCH 2, 2011**

### **APPROVED MINUTES**

In accordance with the Open Meetings Act, 1976 PA 267, as amended, the Michigan Board of Nursing Disciplinary Subcommittee met in regular session on March 2, 2011 at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 2, Lansing, Michigan.

### ***CALL TO ORDER***

Jodi Defoe, Chairperson, called the meeting to order at 9:06 a.m.

### ***ROLL CALL***

***Members Present:*** Jody DeFoe, Public Member, Chairperson  
Regina Allen, Public Member  
Nina Bugbee, RN  
Brenda Lewis, LPN

***Members Absent:*** None

***Staff Present:*** Laurie VanBeelen, Board Secretary, Health Regulatory Division  
Wendy Helmick, Analyst, Health Regulatory Division  
Kelly Elizondo, Assistant Attorney General  
Bridget Smith, Assistant Attorney General  
John Wright, Assistant Attorney General

***Others Present:*** Linda Taft, RN  
Tom Sparks, JD  
Mary Badica  
Donna Craig, JD  
Kelle Harkin  
Amanda Sanchez  
Kallin Willett  
Elizabeth Statem  
Laura Rabhbun

Nicole Weber  
Kara Simonetti  
Lisa Kosalski  
Holly Murphy  
Jess DeMatio  
Tabatha Tabayupz  
Becky McDermont

## ***APPROVAL OF MINUTES***

*MOTION* by Allen, seconded by Lewis, to approve the minutes of the January 5, 2011 meeting as presented.

*MOTION PREVAILED*

## ***APPROVAL OF AMENDED AGENDA***

*MOTION* by Lewis, seconded by Allen, to approve the amended agenda as presented.

*MOTION PREVAILED*

## ***REGULATORY CONSIDERATIONS***

### **Emily Nicole Everett, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Bugbee, to accept the Consent Order and Stipulation in the matter of Emily Nicole Everett, LPN.

Discussion was held.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, DeFoe

*MOTION PREVAILED*

### **Heidi Gardner, LPN – Consent Order and Stipulation**

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Heidi Gardner, LPN.

Discussion was held

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Amy Lee Whaley, LPN – Consent Order and Stipulation**

*MOTION* by Lewis, seconded by Bugbee, to accept the Consent Order and Stipulation for discussion purposes in the matter of Amy Lee Whaley, LPN.

Discussion was held. The motion was withdrawn.

*MOTION* by Lewis, seconded by Bugbee, to reject the Consent Order and Stipulation in the matter of Amy Lee Whaley, LPN, and submit a counter offer as follows:

Respondent shall be placed on probation for a period of one (1) year under the following terms and conditions:

- 1) Respondent shall submit quarterly employer reports.
- 2) Respondent shall complete continuing education in the areas of (1) professional accountability and legal liability, (2) medication administration, and (3) documentation. These courses shall be Board-approved and shall not count toward license renewal.

Additional discussion was held.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Douglas R. Goulet, LPN – Consent Order and Stipulation**

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Douglas R. Goulet, LPN.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Kelle Ann Harkin, RN – Consent Order and Stipulation**

*MOTION* by Lewis, seconded by Bugbee, to accept the Consent Order and Stipulation in the matter of Kelle Ann Harkin, RN.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Gianna Bezy, RN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Gianna Bezy, RN.

Discussion was held.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Shawn B. David, RN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Shawn B. David, RN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Shawn Michael Gerber, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Shawn Michael Gerber, LPN.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Allesia Gillespie, RN, LPN – Consent Order and Stipulation**

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Allesia Gillespie, RN, LPN.

Discussion was held.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Catherine Allen Hillebrand, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Catherine Allen Hillebrand, LPN.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Catherine Ann Huth, RN, CRNA – Consent Order and Stipulation**

*MOTION* by Lewis, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Catherine Ann Huth, RN, CRNA.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Bonnie Thiel Jahn, RN, LPN – Recommendation and Order of Dismissal**

*MOTION* by Lewis, seconded by Bugbee, to accept the Recommendation and Order of Dismissal in the matter of Bonnie Thiel Jahn, RN, LPN.

Discussion was held.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Angela Lynn Lovell, LPN – Recommendation and Order of Dismissal**

*MOTION* by Allen, seconded by Lewis, to accept the Recommendation and Order of Dismissal in the matter of Angela Lynn Lovell, LPN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Frank Calvin Bradley, RN – Recommendation and Order of Dismissal**

*MOTION* by Lewis, seconded by Bugbee, to accept the Recommendation and Order of Dismissal in the matter of Frank Calvin Bradley, RN.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Catina Elaine Painter, RN, LPN – Request for Reconsideration**

*MOTION* by Allen, seconded by Lewis, to grant the Request for Reconsideration, vacate the final order and remand the matter to the Department to continue the administrative process in the matter of Catina Elaine Painter, RN, LPN.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Benjamin Paul Bailey, RN, LPN – Administrative Complaint**

*MOTION* by Lewis, seconded by Bugbee, to place Respondent on probation for a period of one (1) year in the matter of Benjamin Paul Bailey, RN, LPN, under the following terms and conditions:

- 1) Respondent shall submit quarterly employer reports.
- 2) Respondent shall complete continuing education in the areas of (1) professional accountability and legal liability, (2) medication errors, (3) documentation, and (4) pain management. These courses shall be Board-approved and shall not count toward license renewal.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Kelly Lynn Beyer, RN – Administrative Complaint**

*MOTION* by Allen, seconded by Bugbee, to suspend Respondent's license for six (6) months and one (1) day in the matter of Kelly Lynn Beyer, RN.

Discussion was held. The motion was withdrawn.

*MOTION* by Bugbee, seconded by Lewis, to suspend Respondent's license for a minimum period of one (1) day and until she complies with her Health Professional Recovery Program (HPRP) monitoring agreement in the matter of Kelly Lynn Beyer, RN.

Respondent's license shall be automatically reinstated when the Department receives satisfactory evidence from the HPRP verifying either that 1) Respondent has entered into a disciplinary non-confidential monitoring agreement with the HPRP and that the HPRP has endorsed Respondent as safe to practice, or 2) that the HPRP has determined that Respondent does not require treatment monitoring.

Upon reinstatement, Respondent shall be placed on probation for a period of one (1) year with the following terms and conditions:

- 1) Respondent shall comply with her HPRP monitoring agreement, if recommended.
- 2) Respondent shall submit quarterly employer reports.

If Respondent's period of suspension exceeds six (6) months, she must petition for reinstatement.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

#### **Ruth Ann Bont, RN – Administrative Complaint**

*MOTION* by Allen, seconded by Bugbee, to dissolve the Order of Summary Suspension and suspend Respondent's license for a minimum period of one (1) day and until she complies with her Health Professional Recovery Program (HPRP) monitoring agreement in the matter of Ruth Ann Bont, RN.

Respondent's license shall be automatically reinstated when the Department receives satisfactory evidence from the HPRP verifying either that 1) Respondent has entered into a disciplinary non-confidential monitoring agreement with the HPRP and that the HPRP has endorsed Respondent as safe to practice, or 2) that the HPRP has determined that Respondent does not require treatment monitoring.

Upon reinstatement, Respondent shall be placed on probation for a period of two (2) years with the following terms and conditions:

- 1) Respondent shall comply with her HPRP monitoring agreement, if recommended.
- 2) Respondent shall submit quarterly employer reports.

- 3) Respondent shall also be required to complete one (1) continuing education course in the area of professional accountability and legal liability. This course shall be Board-approved and shall not count toward license renewal.

If Respondent's period of suspension exceeds six (6) months, she must petition for reinstatement.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Brenda Kay Brejcha, LPN – Administrative Complaint**

Lewis recused herself from the matter.

*MOTION* by Bugbee, seconded by Allen, to suspend Respondent's license for six (6) months and one (1) day in the matter of Brenda Kay Brejcha, LPN.

Discussion was held.

A roll call vote followed: Yeas – Bugbee, Allen, Defoe

*MOTION PREVAILED*

**Dianne Christine Longo, RN – Administrative Complaint**

*MOTION* by Lewis, seconded by Allen, to suspend Respondent's license for a minimum period of one (1) day until she provides proof to the Department that she has successfully completed twenty-five (25) hours of Board-approved continuing education (which must include [one] 1 hour in pain management) in which she is currently deficient in the matter of Dianne Christine Longo, RN. Respondent will also receive a reprimand and shall be required to pay a \$250 fine prior to her license being reinstated.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Sandra Lynn Neckel, RN – Administrative Complaint**

*MOTION* by Bugbee, seconded by Allen, to suspend Respondent's license for a minimum period of one (1) day until she complies with the terms of the 6/25/08 Consent Order and Stipulation in the matter of Sandra Lynn Neckel, RN.



Discussion was held. The motion was withdrawn.

*MOTION* by Bugbee, seconded by Allen, to suspend Respondent's license for six (6) months and one (1) day in the matter of Sandra Lynn Neckel, RN.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Rebecca Ann Walker, RN – Administrative Complaint**

*MOTION* by Lewis, seconded by Bugbee, to suspend Respondent's license for six (6) months and one (1) day in the matter of Rebecca Ann Walker, RN.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Barbara Jean Williams, LPN – Administrative Complaint**

*MOTION* by Allen, seconded by Lewis, to reprimand Respondent and impose a \$250 fine which shall be paid within sixty (60) days in the matter of Barbara Jean Williams, LPN.

Discussion was held. The motion was withdrawn.

*MOTION* by Lewis, seconded by Allen, to place Respondent on probation for one (1) year in the matter of Barbara Jean Williams, LPN, under the following terms and conditions:

- 1) Respondent shall submit quarterly employer reports.
- 2) Respondent shall complete continuing education in the areas of 1) assessment; 2) documentation; and 3) professional accountability and legal liability. These courses shall be Board-approved and shall not count toward license renewal.
- 3) Respondent shall pay a \$100 fine within 60 days.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Kimberly Cole, RN, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Kimberly Cole, RN, LPN.

Discussion was held.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Kathleen Hull, RN, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Bugbee, to accept the Consent Order and Stipulation in the matter of Kathleen Hull, RN, LPN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Barbara Maher, RN – Consent Order and Stipulation**

*MOTION* by Lewis, seconded by Bugbee, to accept the Consent Order and Stipulation in the matter of Barbara Maher, RN.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Dawn Parks, RN – Consent Order and Stipulation**

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Dawn Parks, RN.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Janelle Sharrar, RN, CRNA – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Janelle Sharrar, RN, CRNA.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Sheronda Yeargin, RN – Consent Order and Stipulation**

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Sheronda Yeargin, RN.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Jacqueline Anderson, RN, LPN – Consent Order and Stipulation**

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Jacqueline Anderson, RN, LPN.

Discussion was held.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Andrew Dubovsky, RN, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Andrew Dubovsky, RN, LPN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Verna Mc Court, LPN – Consent Order and Stipulation**

Lewis recused herself from the matter.

*MOTION* by Bugbee, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Verna Mc Court, LPN.

A roll call vote followed: Yeas – Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Karen Penkala-Shorkey, RN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Karen Penkala-Shorkey, RN.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Toni Pugliese, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Toni Pugliese, LPN.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Naomi Ray, RN, LPN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Lewis, to accept the Consent Order and Stipulation in the matter of Naomi Ray, RN, LPN.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Shannon Rhodes, RN – Consent Order and Stipulation**

*MOTION* by Lewis, seconded by Allen, to accept the Consent Order and Stipulation in the matter of Shannon Rhodes, RN.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Smitha Kuttikattil Sunny, RN – Consent Order and Stipulation**

*MOTION* by Allen, seconded by Bugbee, to accept the Consent Order and Stipulation in the matter of Smitha Kuttikattil Sunny, RN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Jean Dobbins-Miller, RN – Request for Dismissal of Complaint**

*MOTION* by Allen, seconded by Bugbee, to grant the Request for Dismissal of Complaint in the matter of Jean Dobbins-Miller, RN.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Kandace Lute, RN, LPN – Recommendation and Order of Dismissal**

*MOTION* by Bugbee, seconded by Lewis, to grant the Recommendation and Order of Dismissal in the matter of Kandace Lute, RN, LPN.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Cheryl Scholten Mott, RN – Recommendation and Order of Dismissal**

*MOTION* by Bugbee, seconded by Lewis, to grant the Recommendation and Order of Dismissal in the matter of Cheryl Scholten Mott, RN.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Sheila McMullen, LPN – Recommendation and Order of Dismissal**

*MOTION* by Allen, seconded by Lewis, to grant the Recommendation and Order of Dismissal in the matter of Sheila McMullen, LPN.

Discussion was held.

*AMENDED MOTION* by Allen, seconded by Lewis, to reject the Recommendation and Order of Dismissal in the matter of Sheila McMullen, LPN, and remand the matter back to the Department for further administrative proceedings.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Sheila Stokes, RN – Recommendation and Order of Dismissal**

*MOTION* by Bugbee, seconded by Lewis, to grant the Recommendation and Order of Dismissal in the matter of Sheila Stokes, RN.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Tracie Titus, RN – Recommendation and Order of Dismissal**

*MOTION* by Allen, seconded by Bugbee, to grant the Recommendation and Order of Dismissal in the matter of Tracie Titus, RN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Phyllis Woods, RN – Recommendation and Order of Dismissal**

*MOTION* by Bugbee, seconded by Allen, to grant the Recommendation and Order of Dismissal in the matter of Phyllis Woods, RN.

Discussion was held.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Nancy Howard, RN – Notice and Order of Withdrawal**

*MOTION* by Lewis, seconded by Bugbee, to accept the Notice and Order of Withdrawal in the matter of Nancy Howard, RN.

A roll call vote followed: Yeas – Bugbee, Allen, Lewis, Defoe

*MOTION PREVAILED*

**Brenda Waite, RN – Proposal for Decision**

*MOTION* by Bugbee, seconded by Allen, to accept the Proposal for Decision in the matter of Brenda Waite, RN. Respondent's license shall be suspended for a minimum period of one (1) day and until she complies with her Health Professional Recovery Program (HPRP) monitoring agreement.

Respondent's license shall be automatically reinstated when the Department receives satisfactory evidence from the HPRP verifying either that 1) Respondent has entered into a disciplinary non-confidential monitoring agreement with the HPRP and that the HPRP has endorsed Respondent as safe to practice, or 2) that the HPRP has determined that Respondent does not require treatment monitoring.

Upon reinstatement, Respondent shall be placed on probation for a period of one (1) year and shall submit quarterly employer reports.

If Respondent's period of suspension exceeds six (6) months, she must petition for reinstatement.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

**Lori Asper, LPN – Administrative Complaint**

*MOTION* by Lewis, seconded by Allen, to dissolve the Order of Summary Suspension and suspend Respondent's license for six (6) months and one (1) day in the matter of Lori Asper, LPN.

Discussion was held.

A roll call vote followed: Yeas – Allen, Lewis, Bugbee, Defoe

*MOTION PREVAILED*

**Melissa Buist, LPN – Administrative Complaint**

*MOTION* by Allen, seconded by Bugbee, to suspend Respondent's license for six (6) months and one (1) day in the matter of Melissa Buist, LPN.

A roll call vote followed: Yeas – Allen, Bugbee, Lewis, Defoe

*MOTION PREVAILED*

**Debra Champagne, RN – Administrative Complaint**

*MOTION* by Lewis, seconded by Allen, to suspend Respondent's license for six (6) months and one (1) day in the matter of Debra Champagne, RN.

A roll call vote followed: Yeas – Bugbee, Lewis, Allen, Defoe

*MOTION PREVAILED*

**Alison Lunsford, RN, LPN – Administrative Complaint**

*MOTION* by Allen, seconded by Lewis, to suspend Respondent's license for six (6) months and one (1) day in the matter of Alison Lunsford, RN, LPN.

Discussion was held.

*MOTION* by Allen, seconded by Lewis, to suspend Respondent's license for a minimum period of one (1) day and until she complies with her Health Professional Recovery Program (HPRP) monitoring agreement in the matter of Alison Lunsford, RN, LPN.



Respondent's license shall be automatically reinstated when the Department receives satisfactory evidence from the HPRP verifying either that 1) Respondent has entered into a disciplinary non-confidential monitoring agreement with the HPRP and that the HPRP has endorsed Respondent as safe to practice, or 2) that the HPRP has determined that Respondent does not require treatment monitoring.

Upon reinstatement, Respondent shall be placed on probation for a period of one (1) year with the following terms and conditions:

- 1) Respondent shall comply with her HPRP monitoring agreement, if recommended.
- 2) Respondent shall submit quarterly employer reports.

If Respondent's period of suspension exceeds six (6) months, she must petition for reinstatement.

A roll call vote followed: Yeas – Lewis, Allen, Bugbee, Defoe

*MOTION PREVAILED*

## ***PUBLIC COMMENT***

None

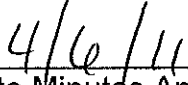
## ***ANNOUNCEMENTS***

The next regularly scheduled meeting will be held April 6, 2011 at 9:00 a.m. at the Ottawa Building, 611 West Ottawa Street, Upper Level Conference Center, Conference Room 2, Lansing, Michigan.

## ***ADJOURNMENT***

*MOTION* by Lewis, seconded by Allen, to adjourn the meeting at 10:37 a.m.

  
\_\_\_\_\_  
Jody DeFoe, Public Member, Chairperson

  
\_\_\_\_\_  
Date Minutes Approved

  
\_\_\_\_\_  
Laurie VanBeelen, Board Secretary

  
\_\_\_\_\_  
Date Minutes Prepared