

THE FLORIDA BAR BOARD OF GOVERNORS

Regular Minutes

October 15, 2004

The Bellagio

Las Vegas, Nevada

Pursuant to notice, the regular meeting of the Board of Governors of The Florida Bar was called to order at 8:30 a.m. on Friday, October 15, 2004 at The Bellagio, Las Vegas, Nevada, with President Kelly Overstreet Johnson presiding.

1. Roll Call

Board members present:

Kelly Overstreet Johnson, President
Alan B. Bookman, President-elect
Ross M. Goodman, First Judicial Circuit
Lawrence E. Sellers, Jr., Second Judicial Circuit
Michael J. Glazer, Second Judicial Circuit
Gregory S. Parker, Third Judicial Circuit
S. Grier Wells, Fourth Judicial Circuit
Andrew B. Sasso, Sixth Judicial Circuit
Chobee Ebbets, Seventh Judicial Circuit
Robert A. Rush, Eighth Judicial Circuit
Mayanne Downs, Ninth Judicial Circuit
Warren W. Lindsey, Ninth Judicial Circuit
David Rothman, Eleventh Judicial Circuit
Ervin A. Gonzalez, Eleventh Judicial Circuit
Jennifer R. Coberly, Eleventh Judicial Circuit
Sharon L. Langer, Eleventh Judicial Circuit
Benedict P. Kuehne, Eleventh Judicial Circuit
Kimberly A. Bald, Twelfth Judicial Circuit
Gwynne A. Young, Thirteenth Judicial Circuit
Clifford W. Sanborn, Fourteenth Judicial Circuit
Jerald S. Beer, Fifteenth Judicial Circuit
Scott G. Hawkins, Fifteenth Judicial Circuit
Amy L. Smith, Fifteenth Judicial Circuit
James S. Lupino, Sixteenth Judicial Circuit
Nancy W. Gregoire, Seventeenth Judicial Circuit
Henry Latimer, Seventeenth Judicial Circuit
Harold G. Melville, Jr., Nineteenth Judicial Circuit
J. Christopher Lombardo, Twentieth Judicial Circuit
A. Lawrence Ringers, Twentieth Judicial Circuit
Ian Comisky, Out of State
Michael J. Faehner, YLD President
Solomon L. Badger, III, Ed. D., Public Member
J. Blair Culpepper, Public Member

Board members absent:

Henry M. Coxe, III, Fourth Judicial Circuit
William H. Phelan, Jr., Fifth Judicial Circuit
Murray B. Silverstein, Sixth Judicial Circuit

Russell W. Divine, Ninth Judicial Circuit
Robert M. Brush, Tenth Judicial Circuit
Francisco R. Angones, Eleventh Judicial Circuit
Henry T. Courtney, Eleventh Judicial Circuit
Steven E. Chaykin, Eleventh Judicial Circuit
Timon V. Sullivan, Thirteenth Judicial Circuit
John F. Rudy, II, Thirteenth Judicial Circuit
John G. White, III, Fifteenth Judicial Circuit
Alan C. Brandt, Seventeenth Judicial Circuit
Jesse H. Diner, Seventeenth Judicial Circuit
Frank C. Walker, II, Seventeenth Judicial Circuit
Clifton A. McClelland, Eighteenth Judicial Circuit
Richard Tanner, Out of State
Gary J. Leppla, Out of State
Brian D. Burgoon, Out of State
Jamie Billotte Moses, YLD President-elect

Staff attending the meeting:

John F. Harkness, Jr., Executive Director
Tina Ruffin, Assistant to the President
Dana Wood, Secretary to the Board of Governors
Gary Blankenship, Senior Editor, Florida Bar News
Tony Boggs, Director Legal Division

2. Guests

Ben Crump, President of the Virgil Hawkins Chapter of the National Bar Association
Deborah Magid, President of Florida Association of Women Lawyers
Edith Osman, Past President of The Florida Bar Board of Governors
Scott Atwood, President of the Out of State Practitioners Division
Scott Patterson, Out of State Division member
The Honorable Alice Blackwell White, Ninth Judicial Circuit Court Judge

3. Invocation and Pledge of Allegiance

Board member Blair Culpepper offered the invocation and pledge of allegiance.

4. Non-roll Call Grievance Items

Board member Warren Lindsey reported that the non-roll call grievance items were: 9,10, 15, 21, 22, 23, 24, 25, 26 and 27. He also reported that board member Nancy Gregoire recused herself from voting on items 3C and 27. Lindsey and Gregoire were also recused on item 15.

5. APPROVAL OF MINUTES and EXECUTIVE COMMITTEE ACTION

- A. Regular Minutes August 13, 2004 meeting
- B. Grievance Minutes August 13, 2004 meeting
- C. Executive Committee action taken:

Tuesday, August 10, 2004

One item required Executive Committee approval involving proposed amendments to Florida Rules of Juvenile Procedure. The amendments are to be filed pursuant to Fla.R.Jud.Admin. 2.130(c)(2) and (e), which provides procedure for changes at the Court's behest. Each of the proposed changes were in response to

a request from the Court for the Juvenile Court Rules Committee to review 2004 legislation and prepare amendments to the rules to conform to legislative changes. The amendments will be submitted to the Court as a fast-track item.

The following rules are affected:

Fla.R.Juv.P. 8.041, 8.225, 8.415, 8.929, 8.947

The Executive Committee voted 11-0 to approve the proposed amendments.

Thursday, August 26, 2004

One item required Executive Committee approval involving proposed amendments to Florida Family Law Rules of Procedure. The amendments are to be filed pursuant to Fla.R.Jud.Admin. 2.130(c)(2) and (e), which provides procedure for changes at the Court's behest. Each of the proposed changes were in response to a request from the Court for the Family Law Rules Committee to review 2002-2004 legislation and prepare amendments to the rules to conform to legislative changes. The amendments will be submitted to the Court as a fast-track item.

The following rules are affected:

Fla.Fam.L.R.P. 12.010, 12.070, 12.080, 12.200, 12.285, 12.490, 12.492, 12.610 12.740, 12.741, and 12.750.

The Executive Committee voted 9-0 to approve the proposed amendments, with votes being received from Kelly Overstreet Johnson, Alan Bookman, Jerry Beer, Hank Coxe, Jesse Diner, Mayanne Downs, Mike Faehner, Sharon Langer and David Rothman.

Monday, August 30, 2004

One item required Executive Committee approval involving the 1"A" UPL circuit committee nomination. The following individual was nominated to serve:

Jason Waddell, attorney member, committee a 1 "A"

The Executive Committee approved, by a vote of 7-0, the nomination to the UPL circuit committee, with votes received from Kelly Overstreet Johnson, Jerry Beer, Jesse Diner, Mayanne Downs, Mike Faehner, Mike Glazer and Sharon Langer.

Monday, September 13, 2004, 11:00 a.m.

A meeting of the Executive Committee was held by conference call and the following members were in attendance: Kelly Overstreet Johnson, Alan Bookman, Mike Glazer, Mike Faehner, Jesse Diner, Jerry Beer, Mayanne Downs, Sharon Langer, Hank Coxe, David Rothman and Ervin Gonzalez. Tim Sullivan joined, as Board liaison to the Trial Lawyers Section. The following staff members were in attendance: Jack Harkness, Paul Hill and Tina Ruffin.

The Executive Committee, by a vote of 11-0, unanimously gave approval to the Trial Lawyers Section to finalize a legislative position in opposition to Amendment 3, the proposed "Medical Liability Claimant's Compensation Amendment" to the Florida Constitution. General Counsel Paul Hill is to assist in drafting the section's legislative position.

On July 23, 2004, the executive committee of the Trial Lawyers Section met via conference call, at which time they voted unanimously to contribute \$50,000 to the Consumer Federation of the Southeast to be used to help educate the public about an amendment on the November ballot which the section believes is an infringement upon the rights of Florida citizens to have access to courts. Since this was not a budgeted expense nor within the 2004-2005 section amendment authority, it is necessary to obtain approval from the Board of Governors. Therefore, the Trial Lawyers Section requested from the Executive Committee of the Board of Governors to amend the 2004-2005 budget to allow this expenditure. The Trial Lawyers Section explained that the funds will be used by the CFSE to promote a pro-consumer agenda built upon public awareness, consumer education and coalition-building throughout Florida. They will air TV spots statewide and complete other projects to raise awareness surrounding this amendment. They stressed the importance of beginning this campaign as soon as possible. The Executive Committee, by a vote of 11-0, unanimously gave approval for a budget amendment allowing the Trial Lawyers Section to make a contribution of \$50,000 to Consumer Federation of the Southeast to lobby in opposition to the above mentioned amendment to the

Florida Constitution.

6. Consent Calendar-Approved

- A. UPL Circuit committee nominations
September 2004
 - 1) David Angus Thornton, attorney member, Eleventh Judicial Circuit
- B. Board Review Committee on Professional Ethics
 - 1) Florida Bar Procedures for Ruling on Questions of Ethics and Florida Bar Procedures for Issuing Advisory Opinions Relating to Lawyer Advertising or Solicitation
The proposed amendments change the revised bar address listed in the procedures to the bar's new headquarters address.
- C. Legislative Committee Review
 - 1) New section legislative position requests for the 2004-2006 biennium
 - a) Business Law Section
 - i. Recommends adoption of the new Uniform Limited partnership act as approved by the National Conference of Commissioners on Uniform State Laws (NCCUSL) subject to such modifications as recommended to conform certain features to existing state law.
- D. Rules Governing the Investigation and Prosecution of the Unlicensed Practice of Law - Procedures for Investigation
 - 1) Rule 10-6.1 Procedures for Investigation - Hearings
Revises title to read "Taking of Testimony" instead of "Hearings"; within subdivision (a), similarly revises reference to when hearings are held, to read when "testimony is taken"; and, within subdivision (d), additionally revises references to a complainant's right to be present at any circuit UPL committee "proceeding" rather than "hearing", further clarified to be when the respondent is present before the committee to give testimony.
 - 2) Rule 10-8.1 Confidentiality - Files
Consistent with proposed revisions to rule 10-6.1, adds "transcribed testimony" to the definitions of the record for UPL and circuit committee purposes.
- E. Pensacola Federal Credit Union Proposed Legal Services Chapter 9 Plan

7. Out of State Practitioners Division Report

Mr. Scott Atwood, President of the Out of State Practitioners Division, spoke to the board and thanked them for attending the reception that the Out of State Practitioners division hosted the previous night. He told the board that the metropolitan Las Vegas area was home to 65 members of The Florida Bar, of which 50% attended the reception.

Atwood told the board that the division had been working to help Florida hurricane victims. The entire executive council, as well as 70 members had committed to provide legal advice to the victims. The division sent out a letter to each of its 17,000 members, requesting that they provide help where they are able.

Atwood shared that the schools in Charlotte county Florida had lost upwards of 50% of its school books due to Hurricane Charley. The division reacted by starting a book drive for the schools in Charlotte county. By reaching out across the country, the division has received commitments from local bar associations in Chicago, Atlanta, New York, Washington D.C., San Francisco, Philadelphia and from Maine.

8. Young Lawyers Division Report

Michael J. Faehner, President of the Young Lawyers Division (YLD) reported that the recent string of hurricanes to hit Florida totally dominated the YLD agenda. The YLD is coordinating help with legal services throughout the state. They have set up an 800 number through the Florida Bar, for victims of the hurricanes to call to get help. There have been over 800 lawyers in Florida who have volunteered their time on the help lines and in the field at FEMA disaster relief centers, helping with legal services. The

help line receives between 200 and 250 calls per day, which gives each lawyer 1 to 2 cases per week. They have received over 5,000 since the help line was started. The YLD partnered with the Real Property, Probate and Trust Law section, the General Practice, Solo and Small Firm section and the Out of State Practitioner Division to help man the centers.

The YLD has another project called the "1 day can make a difference" project which has been focusing on helping to staff the FEMA disaster relief centers. The YLD has been staffing about 50 of the centers, but they want the legal profession to help more.

The YLD has also partnered with the Florida Legal Services and Florida Rural Legal services who were out in the communities to help immediately after the storms.

The YLD has branched out into the Florida law schools. 8 out of 10 Florida law schools are helping. Faehner reported that he had a trip planned to visit the Florida panhandle along with Supreme Court Justices Bell and Cantero and their families to help the victims of hurricane Ivan.

Faehner told the board that if they or their firms wanted to make contributions, they should be made to the American Red Cross or The Florida Bar Attorney Charitable trust fund.

Faehner reported that the Practicing with Professionalism rule has been scheduled for oral arguments on January 11, 2005. The Court re-opened the window that they would be accepting comments to the rule.

The YLD has been working with Chief Justice Pariente on a high school moot court competition.

At their November board meeting the YLD will be discussing the following policy issues: homosexual adoption; the advertising task force and student loans.

9. Communications Committee Report

Chair Mike Glazer reported to the board that the Board of Legal Specialization and Education (BLSE) along with the Communications Committee are working on a communications plan. The committee reviewed and approved a draft of the plan for 2004-5. It will now go to the BLSE Communications Committee for implementation. The Bar (using certification funds) has hired Lisa Garcia, APR, of PR Florida, to work 80 hours a month as a public relations consultant for this plan. The committee discussed the Citizens Forum. The Citizens Forum will meet October 25, 2004, and will discuss the legal needs of children, creating a report that will be presented to the Board of Governors. It is expected that the Board will refer the report to the Legal Needs of Children committee. In December, the Forum will meet in conjunction with The Florida Bar Board of Governors. They will be discussing the advertising rules and proposed changes under consideration by the Advertising Task Force. The Communications Committee is trying to better integrate the work and recommendations of the Citizens Forum into what the Bar does. The redesign and development of the Bar web site is ongoing and an RFP for a redesign consultant will go out next week. The Communications Committee also discussed the Bar Directory. Many of the attorneys around Florida would like to see the directory include the names and addresses of the state's courts. As an interim measure, the committee suggested that the Bar put the addresses on the web site in a more conspicuous place.

The committee discussed having staff provide a set of bullet points or summaries of major actions to all board members shortly after each board meeting. This idea is still under consideration.

10. President's Report

A. Status of Florida Rule of Judicial Administration 2.050

President Johnson reported that the recommendations the board made to the Rules of Judicial Administration Committee concerning further amendment to their proposed changes to Rule 2.050 have not yet been finally considered by the committee. An October 5 conference call of the committee did not resolve matters. She reported that the committee was having another conference call later in the month. Johnson asked the board to contact the members of the rules committee and try to explain to them that the stakeholders involved had already come to some agreement on these issues when enabling legislation for Revision 7 was finalized last year. She told the board to try to explain to the rules committee members that the legislature should have a glitch bill during the upcoming session and to please give the legislature a chance to do its work.

B. Issues of Upcoming December 2004 Board meeting

President Johnson gave the board a report on what they could expect at the December board meeting in Naples, FL. She reported that chair Manny Morales would be giving a detailed Advertising Task Force report. She urged the board to get any of their comments to the task force soon if they wanted them to be included in the preliminary findings.

Johnson reminded the board that the Family Lawyer section and the Public Interest Lawyer section, with the support of the Legal Needs of Children committee, the Elder Law section and the Equal Opportunity section, will be requesting that the board not prohibit the sections from lobbying to repeal the ban on homosexual adoptions.

11. Investment Committee Report

Member Jim Lupino reported that the Florida Bar had lost about \$80,000 in the third quarter. However, since the end of July, they have made \$380,000. As of October 8, 2004 the bar had \$16,119,571, which indicates a return of 3.21%.

12. Discipline Procedures Committee Report

Chair Greg Parker reported that the committee has the following items on **first reading**.

- A) Rule 4-1.5(i) Fees & Costs
Adding subdivision (i), which would permit a lawyers to use a mandatory arbitration clause to resolve fee disputes in the lawyer's fee agreement.
- B) Rule 4-1.8(h) Conflict of Interest; Prohibited and Other Transactions (Limiting Liability for a Malpractice)
Within subdivision (h), permits lawyers to include in contracts with clients provisions calling for arbitration of malpractice claims if such arise; continues the duty to advise a prospective client to seek independent advice about such clauses.
- C) Rule 4-8.6 Rules of Professional Conduct - Maintaining the Integrity of the Profession - Authorized Business Entities
Within subdivisions (b) - (g) and comment, adds "proprietor" and "proprietor of a solo practice" to those business entities in which lawyers are authorized to practice law.
- D) SBP 15.55 Lawyer Regulation Policies - Administration and Admonishments - Deferral of Disciplinary Investigation During Civil or Criminal Proceedings
Adds new language to clarify that bar counsel, with concurrence of the chief branch discipline counsel, may close a discipline file and may decline to reopen the file when the issues within the discipline file may be addressed in collateral civil, criminal, or other tribunals.
- E) SBP 15.75 Lawyer Regulation Policies - Disciplinary Action on Malpractice/Incompetence - Policy on Review of Continuing Complaints
New policy, codifying previously approved informal procedures and policies regarding the review of closed inquiries and disciplinary files when further action is requested by a complaining witness or other individual.

13. Legislation Committee Report

Chair Sharon Langer reported on the following:

- A. Florida Bar legislative position requests for the 2004-2006 biennium
 - 1) Amendment #3 - Medical Liability Claimant's Compensation- ApprovedChair Langer reported that the legislation committee recommended to the board that they adopt a position in opposition of amendment #3, the medical liability claimant's compensation amendment. The amendment would limit the amount an attorney can make in contingency fees on tort cases. The committee felt that this amendment threatened access to courts and impaired the obligation of contract. The board took a two part vote. The first vote was on whether the subject fell within the venue of the Bar. The board voted unanimously that it did. The second part of the vote was on the merits of the legislative position. The board voted unanimously that The Florida Bar should oppose the proposed "Medical Liability Claimant's Compensation Amendment" to the Florida Constitution because it restricts the right of access to courts and

impairs the obligation of contract.

B. Tax Watch Study - Phase Two-Approved

Chair Langer reported that the legislation committee recommend to the board that they approve a \$100,000 expenditure to fund the second phase of the Tax Watch study of Revision 7 to Article V. She shared with the board that included in the \$100,000 was a seat on the Tax Watch board, which would be filled by the Bar president. The board voted to approve phase two of the Tax Watch study. After a lengthy discussion as to the propriety of having a representative from The Florida Bar sit on the Tax Watch board, the board of governors voted to approve the legislation committee's motion to have the president belong to the Tax Watch board.

14. Budget Committee Report

Chair Jerry Beer reported that the following items were on **first reading**.

- A) SBP 6.21 CLE - Authority for CLE Courses - Division, Section and Committee Programs
Repeals subdivision (d), "Section Certification Review Programs," which allows sections to provide certification review outside the CLE Committee umbrella.
- B) SBP 6.30 CLE - Fees for CLE Courses
Amends the base CLE course fee to not less than \$105.00 per day, formerly \$85.00; amends the surcharge for non-members of co-sponsoring section attending bar CLEs to \$25.00, formerly \$15.00.
- C) SBP 6.31 Distribution of Proceeds - Section Disbursements
Adds new subdivision (a)(1)(B), to allow for the capping of proceeds if the total gross fees for a CLE course, after subtraction of allowable expenses, are less than the percentage share specified in subdivision (a)(1)(A); revises or renumbers existing subdivision entries as necessary to accommodate this new matter.
- D) SBP 6.31 (b) Distribution of Proceeds - YLD course fees
Adds new subdivision (a)(1)(B), to allow for the capping of proceeds if the total gross fees for a CLE course, after subtraction of allowable expenses, are less than the percentage share specified in subdivision (a)(1)(A); revises or renumbers existing subdivision entries as necessary to accommodate this new matter.

Chair Jerry Beer reported that the budget committee recommend to the board that they adopt the following 2004-2005 budget amendments:

- 1) CLE Audio Video Equipment \$2,400 - no General Fund impact - **Approved**
- 2) Opposition to amendment #3 \$100,000 - out of operating reserve - **Approved**

Beer went on to tell the board that the committee would be meeting the following week to discuss the Tax Watch expenditure.

15. Certification Plan Appeals Committee Report

Chair Larry Sellers reported to the board that there would be no CPAC report.

16. General Practice, Solo & Small Firm Practitioners Section Bylaw Changes- first reading

Within Article II, (Membership), adds the definition and term of office for law professor, affiliate members.

17. Workers' Compensation Section Bylaw Changes - first reading

President Johnson told the board that the Workers' Compensation section had pulled their bylaw changes from the agenda, and would bring them to the board in December 2004.

18. Members Benefit Committee Report

Member Jim Lupino reported to the board that the Members Benefit Committee had last met in June at The Bar's Annual meeting. They were not able to meet at The Bar's General meeting due to the hurricanes. Lupino reported that at their last meeting M. Russo of the committee's insurance subcommittee, presented the subcommittee's findings relating to the Bar co-endorsing a professional liability carrier as a preferred provider. The findings were that no carrier could guarantee their rates or a

continued presence in the state. It was recommended that the committee revisit their position. Lupino reported that the committee continues to reveal a wide array of possibilities in addition to the existing programs. However, most are not of any benefit or are not of any particular interest to the members or have not proven to be of any benefit in the past. Lupino said that the committee would continue to look for members benefits.

19. Advertising Task Force Report

Vice chair Chobee Ebbets gave a brief overview to the board on the Advertising Task Force 2004 interim draft. This is the third such task force since the Supreme Court began to allow lawyer advertising. Ebbets told the board that the draft report is the work of the last 10 months. The task force was charged with reviewing all of the advertising rules, addressing inconsistency and lack of clarity in the rules. Ebbets encouraged the board members to keep, read and respond to the draft before the December board meeting. Ebbets discussed the possibility of prior review of all advertisements, stating that the bar has asked outside counsel Barry S. Richard to give his opinion to the board. President Johnson asked the board to carefully read the draft and be prepared to discuss it at the December board meeting. She told the board that she hoped that the task force would be able to provide a final report to the board at its January meeting in Key West, Florida.

The board voted to request that the Advertising Task Force 2004 draft alternative rules requiring filing of advertisements for review prior to dissemination thereof.

The board voted to request that the Advertising Task Force 2004 draft amendments to the rule prohibiting advertisements creating unjustified expectations that explain what are unjustified expectations and how they are created.

20. President-Elect Report

President-elect Bookman reported that the newly appointed Member Outreach Committee has a broad array of lawyers from all walks of life. The committee includes women, minorities, large and small firm lawyers, as well as government lawyers. The charge to the committee is: "What, if anything, can and should the Bar do to promote inclusion of lawyers across the board to get active in the Bar or their local bar associations?" Another part of the charge is to look at the report which came out of the Diversity Symposium and use that information to make the Bar a more diverse organization. This report was reviewed by the board in May and approved in August. A budget amendment was also approved to conduct two surveys. The first survey was used to determine the ethnic make up of the Bar. The second survey was sent to minority volunteer bar members asking questions pertaining to their involvement and participation in bar activities. Recipients were asked if they participated, and what they thought the Bar could do to increase their participation. The Bar has become very engaged in this effort. Bar staff member Jessica Jackson has been named the Member Outreach Coordinator. She will coordinate the activities of the Bar regarding diversity and inclusion.

Bookman told the board that the committee had met two times. He reported that they were to meet at The Bar's General meeting, but due to the hurricane, they were unable to meet until October 1, 2004, when the Bar held its "make-up" General meeting. At their October 1 meeting, it was determined that the diversity report was too voluminous for one committee to tackle on its own, so President Johnson delegated portions of the report to certain committees to review and make recommendations to the Member Outreach Committee.

Bookman went on to thank governors Coberly, Latimer, and Angones for participating. The day after the Member Outreach meeting, a number of law firms and law schools held a mentoring picnic for law students. The turn out was terrific.

Ben Crump, President of the Virgil Hawkins Chapter of the National Bar Association, told the board that the presence of one of the Governors at the minority/voluntary bar events is very important.

21. Board of Legal Specialization and Education

a. Items on first reading

- 1) Rule 6-3.5 Legal Specialization and Education Programs - Florida Certification Plan - Standards for Certification
Within subdivision (d), adds language in (1) to require substantial involvement in a "particular area" of law instead of the general term "practice" of law; adds new language in new subdivision within (5) to allow certification without examination in limited circumstances as permitted by individual area standards.
- 2) BLSE Policies - 500 Series - Course Approval
Throughout the 500 Series, proposes new fee structure for course evaluation; adds other minor adjustments to various policy provisions to specify credit assignments for particular educational activities.
 - a) Policy 5.01 Course Approval Administration
 - b) Policy 5.02 Member Submissions for Course Evaluation and Credit
 - c) Policy 5.03 Course Approval Standards
 - d) Policy 5.04 Credit Approval
 - e) Policy 5.05 Credit for Other CLE Activities
 - f) Policy 5.06 Complimentary Audiotapes

21. Time and Place of Next meeting

The next Board of Governors meeting will be held December 8-12, 2004 at the Ritz Carlton in Naples, Florida.

There being no further business to discuss, the Board of Governors meeting adjourned at 12:47p.m.

Respectfully submitted,

Dana M. Wood
Secretary to the Board of Governors

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