

The Florida Bar Board of Governors
September 25, 2009
Westin Diplomat Hotel
Hollywood, Florida

1. Roll Call

Jesse H. Diner, President
Mayanne Downs, President-elect
Stephen H. Echsner, 1st Circuit
Lawrence E. Sellers, Jr., 2nd Circuit
Clay A. Schnitker, 3rd Circuit
S. Grier Wells, 4th Circuit
John J. Schickel, 4th Circuit
Denise A. Lyn, 5th Circuit
Andrew B. Sasso, 6th Circuit
Murray B. Silverstein, 6th Circuit
Charles Chobee Ebbets, 7th Circuit
Carl B. Schwait, 8th Circuit
Mary Ann Morgan, 9th Circuit
Daniel L. DeCubellis, 9th Circuit
Scott M. McMillen, 9th Circuit
Robert M. Brush, 10th Circuit
Ramon A. Abadin, 11th Circuit
David Rothman, 11th Circuit
Ervin A. Gonzalez, 11th Circuit
Michael J. Higer, 11th Circuit
Dennis G. Kainen, 11th Circuit
Juliet Roulhac, 11th Circuit
John H. Hickey, 11th Circuit
Dori Foster-Morales, 11th Circuit
L. Norman Vaughan-Birch, 12th Circuit
William J. Schifino, Jr., 13th Circuit
Lansing C. Scriven, 13th Circuit
Gwynne Alice Young, 13th Circuit
Clifford W. Sanborn, 14th Circuit
David C. Prather, 15th Circuit
Scott G. Hawkins, 15th Circuit
Lisa S. Small, 15th Circuit
Edwin A. Scales, 16th Circuit
Nancy W. Gregoire, 17th Circuit
Eugene K. Pettis, 17th Circuit
Jay Cohen, 17th Circuit

Timothy A. Bailey, 17th Circuit
Clifton A. McClelland, Jr., 18th Circuit
John M. Stewart, 19th Circuit
Laird Lile, 20th Circuit
Ian M. Comisky, Out of State
Eric L. Meeks, Out of State
Brian D. Burgoon, Out of State
Roger J. Haughey II, Young Lawyers Division President
Renée Thompson, Young Lawyers Division President-elect
Arnell Bryant-Willis, Public Member
Alvin V. Alsobrook, Public Member

Members absent:

Dominic M. Caparello, 2nd Circuit
Gregory Coleman, 15th Circuit
Scott W. Weinstein, 20th Circuit
Richard Arthur Tanner, Out of State

Seats vacant:

17th Circuit, Seat 1

2. Guests

Roland Sanchez-Medina, President, Cuban-American Bar Association
Kenneth D. Pratt, President, Virgil Hawkins Florida Chapter, National Bar Association
Pamela Guerrier, Chair, Equal Opportunities Law Section

3. Staff Attending

John F. Harkness, Jr., Executive Director
John T. Berry, Division Director, Legal Division
Allen Martin, Director, Finance and Accounting
Mary Ellen Bateman, Division Director, Ethics and Advertising, UPL, and Special Projects
Ken Marvin, Director, Lawyer Regulation
Elizabeth Tarbert, Ethics and Advertising Counsel
Lori Holcomb, Unlicensed Practice of Law Counsel
Francine Walker, Director, Public Information
Roselyn A. Scott, Assistant to the President
Gary Blankenship, Senior Editor, Florida Bar *News*

4. Invocation and Pledge of Allegiance

The invocation and Pledge of Allegiance was led by Eugene Pettis.

5. Local Bar Officials

President Diner recognized the presence of Scott Golden of the Broward Christian Legal Society, Christopher Neilson, past president of the Broward County Bar Association, Bruce Weihe, president-elect of the Broward County Bar Association, Carmen Cuetos of

the Broward County Hispanic Bar Association, and Deborah Schwartz of the Broward County Chapter of the Florida Association for Women Lawyers.

6. Grievance Agenda Non-roll Call Items – Agenda Item 2

David Rothman announced the non-roll call items as number 28 on the Clients' Security Fund Agenda and items 4H, 23, and 24 on the grievance agenda.

7. Approval of Minutes, Agenda Item 4

The board approved the regular and grievance minutes from its July 17 meeting in Naples. The vote included ratifying the following Executive Committee actions:

- At a July 2, 2009, meeting, recommending acceptance of the Criminal Law Procedures Committee out-of-cycle rule amendments for Rules 3.704, 3.800, and 3.986.
- At a July 7, 2009, meeting, approved the Appellate Court Rules Committee submitting comments to the Supreme Court on rule changes proposed by the Committee on Alternative Dispute Resolution Rules and Policy, specifically over the mandatory uniform procedure suggested for all Appellate Courts without variation or waivers.
- At a July 16, 2009, meeting, authorized the Tax Section to file an amicus appearance, in its name only, in the Second District Court of Appeal case styled *Florida Department of Revenue v. Catalina Marketing Corporation*, No. 2008-914 (June 12, 2009).
- At a July 24, 2009, meeting, recommended acceptance of the Civil Procedure Rules Committee submitting to the Supreme Court a fast-track rule amendment to Form 1.918 to conform with legislative actions; approved the Traffic Court Rules filing a supplemental report requested by the Supreme Court in case no. SC09-161 (the committee's Regular Triennial Rules Cycle Report); approved allowing the Family Law Rules Committee to file a response to a proposal to move the rule on relocation of a parent and child to implement section 61.13001, Florida Statutes, governing relocation of a parent and minor child; and allowed the Family Law Rules Committee to file revisions to the cover sheet and two rules in response to the Supreme Court order in the complex litigation case, SC08-1141, amending Fla. Fam. L.R.P. 12.100 and creating Form 12.928 and amending several civil procedure rules and forms.
- At an August 17, 2009, meeting, recommended acceptance of the Belated Criminal Appeals Joint Committee out-of-cycle rule amendments for proposed changes to Fla. R. Crim. P 3.850 and 3.851 and Fla. R. App. P. 9.141 and 9.142. These rule amendments were initiated by a court opinion in *In re Amendments to Florida Rule of Criminal Procedure 3.851 and Florida Rule Of Appellate Procedure 9.142*, 1 So.3d 163 (Fla. 2008)
- At an August 19, 2009, meeting, approved funding of \$23,000, with two-thirds from the Bar's New Program Reserve and one-third from the Real Property, Probate and Trust Law Section for the Supreme Court's "Probate Data Element Workgroup," established as part of the court's Technology Commission to review and update the data elements for probate cases and to consider technology issues correlating with implementing electronic filing in the probate division. The committee also approved the Business Law Section's requested authorization for an amicus appearance, in its name only, in *Osborne v. Dumoulin* (Case No. SC09-751), before the Florida Supreme Court on a certified question from the 11th U.S. Circuit Court of Appeals concerning the

interpretation and application of section 222.25(4), Florida Statutes, re homestead and other individual property of natural persons exempt from legal process.

8. Consent Agenda – Agenda Item 5

The board approved the consent agenda after item 5(b) (Advertising Appeal 90-03179) was removed as the filer had requested the matter be deferred to a later meeting. The approval included:

- Appointing Bob (R.S.) Cohen to UPL Circuit Committee 11B.
- An amendment to Bar R. Regulating Fla. Bar 3-7.3, Review of Inquiries, Complaint Processing, and Initial Investigatory Procedures: Within subdivision (a), clarifies that The Florida Bar Grievance Mediation and Fee Arbitration Program is the reviewer for fee disputes under rule 14-4.1, Rules Reg. The Fla. Bar.
- An amendment to Bar R. Regulating Fla. Bar 5-1.2, Trust Accounting Records and Procedures: Within subdivision (e)(7), allows the chair or vice chair of a grievance committee to request an audit of a bar member's trust account records.
- Amendments to the Council of Section bylaws.
- Numerous amendments to the Tax Section bylaws.

The board action also meant the board did not oppose these legislative positions of the Real Property, Probate and Trust Law Section:

- Support amendment to F.S. § 695.01 and Ch. 163 to reduce problems regarding hidden liens by (i) requiring all governmental liens (other than taxes, special assessments and those for utility services) to be recorded in the official records and to state their priority; (ii) clarifying the priority of liens asserted by local governments; and (iii) expanding the homestead determination mechanisms of F.S. § 222.01 to apply to other types of liens.
- Support legislation retroactively and prospectively ratifying the validity of all electronic documents submitted to and accepted by a county recorder for recordation, whether or not such electronic documents were in strict compliance with the statutory or regulatory framework then in effect and that all such filings be deemed to provide constructive notice.
- Oppose legislation expanding definition of sovereign beaches, public beaches or beach access rights over privately owned property without due process of law or compensation for taking of private property rights.
- Support enactment of F.S. § 732.4017 to confirm that alienation of homestead real estate by the property owner(s) is permissible as provided in Article X, Section 4(c) of the Florida Constitution and to provide guidance to the residents of Florida and the courts as to what types of alienations of homestead property are proper.
- Support amendment of F.S. § 655.934 to replace "durable family power of attorney" with "durable power of attorney."
- Support amendment of F.S. § 655.935, Safe Deposit Box Records: Support requiring financial institutions to create a record memorializing any items removed from a safe deposit box, including amendment of F.S. § 655.935.
- Support amendment of F.S. § 731.110, Pre-Death Caveat: Support allowing the filing of a pre-death caveat by an interested party to a probate proceeding, other than a

creditor of the estate, and to remove inconsistencies with Fla. Prob. R. 5.260, including amending F. S. § 731.110.

- Support amendment of F.S. § 732.804, Direct Disposition of Decedent's Remains: To clarify a person's right to direct disposition of his or her remains, providing guidance to courts and family members, especially when disputes arise, and absent specific directions, clarifying who is authorized to decide the place and manner of the disposition of a decedent's remains, including an amendment replacing F.S. § 732.804.

The board vote also approved legislative consultant contracts between The Florida Bar and Steve Metz, Matt Bryan, Pamela Burch Fort, G. Herb Sheheane, and Jose Boscan. The vote ratified the legislative consultant contract between the Family Law Section and Nelson Diaz. The vote also approved the contract between the Bar and AON Consulting recommended by the Retirement Committee, and the institutional consulting agreement between the Bar and Morgan Stanley Smith Barney LLC recommended by the Investment Committee.

9. Legislation Committee Report – Agenda Item 21

Chair Larry Sellers reported that state leaders were discussing a possible special session dealing with the Seminole Indian gambling agreement and offshore drilling and possibly other matters, but no decisions had been made. He predicted the Legislature would revisit bills passed last year affecting the court-related functions of clerks of the courts. All legislative items, including consultant contracts, were approved on the consent agenda, he said.

10. Board Review Committee on Professional Ethics Report – Agenda Item 20

Chair David Prather reported that review of Florida Ethics Opinion 07-2 was deferred at the request of a board member, and that proposed amendment to R. Regulating Fla. Bar 4-7.10 was deferred at the direction of the BRC to seek advice from outside counsel on the rule before making a recommendation on its adoption. The ongoing committee work on development of goals in lawyer advertising was deferred until the December meeting.

On Ethics Appeal 28724, the inquiring attorney requested a written staff opinion regarding the ethical propriety of performing medical lien resolution work under a reverse contingent fee agreement. Florida Bar Staff Opinion 28724 concluded that it would likely result in an excessive fee because personal injury lawyers normally negotiate liens as part of the service they provide in a contingent fee case, so charging an additional contingent fee for the purpose of negotiating medical liens would exceed the contingent fee schedule. On May 1, 2009, the attorney requested Professional Ethics Committee review of the staff opinion. The Professional Ethics Committee revised the staff opinion at its meeting of June 26, 2009, by replacing the phrase “is usually required to attempt to negotiate” with the phrase “customarily attempts to negotiate.” The attorney subsequently requested Board of Governors review.

The BRC voted 6-0 to recommend that the Board of Governors affirm the staff opinion as revised by the Professional Ethics Committee, which concludes that handling medical lien negotiation in the specific written proposal by the inquiring lawyer would likely

result in an excessive fee, because the inquirer would receive the reverse contingent fee for performing the service of lien resolution, which is customarily done as part of the personal injury case, in addition to the original personal injury lawyer receiving a full contingent fee under his or her contract.

The Board of Governors voted to defer action on this item until the December Board of Governors meeting. Board member Jake Schickel was recused on this item.

11. Welcome by 17th Circuit Chief Judge Victor Tobin

Judge Tobin welcomed the board to Broward County and asked it to support efforts to treat and pay jurors better, in recognition of the time and financial sacrifices they make to serve.

12. Communications Committee Report – Agenda Item 18

Chair Juliet Roulhac announced three upgrades to the Bar’s website. One is the use of the Google search engine for site searches, the second the incorporation of a quick links function that provides a drop down menu for common Bar services and activities, and the third the creation of a Career Resource Center to help law firms looking to hire lawyers and lawyers looking for jobs.

The committee moved and the board approved allowing the Consumer Protection Law Committee to launch a public service campaign and applying for a \$5,000 grant to fund it from The Florida Bar Foundation. The campaign would educate the public about foreclosure and loan modification rights. The board also approved the committee’s motion to approve the Board of Legal Specialization and Education’s 2009-10 strategic communication plan for the Bar’s certification program.

Roulhac also announced the Bar sent out and was evaluating requests for proposal for consultants to assist in a review of the Bar’s website, and that the Bar’s annual Reporters Workshop would be held in October.

13. Public Reprimands – Agenda Item 10

President Diner administered four public reprimands.

14. Clients’ Security Fund Review Committee II Report – Agenda Item 25

Committee member Gwynne Young reported that the committee is working on several rule amendments and plans to present them at the board’s January meeting.

15. Program Evaluation Committee – Agenda Item 13

Chair Gwynne Young presented two items on first reading:

- Standing Board Policy 5.10 Standing Committees: Sunsets the Physician-Attorney Relations Committee and the Committee on Relations with CPAs and FICPAs.
- BLSE Policies 300 Series: Policy 3.03, Eligibility for Accreditation – Within subdivision (f), adds that for a certification program to be eligible for accreditation, the program's certified lawyers must continue to satisfy requirements comparable to, and no less than, the Florida certification requirements; Policy 3.04, Minimum Standards for

Lawyer Certification – Within subdivision (a), clarifies that satisfying standards "comparable to, but no less than, those required for certification under the Florida plan," where the same or similar specialty area exists under the Florida plan, includes passage of the Florida certification exam; and within subdivision (a)(3), removes the language "Indicating that the certification program's examination pass/fail level, consistency of test results and content are factors that will be used to judge the suitability of the examination of a program that is an area that does not exist under the Florida plan; Policy 3.10, BLSE Action – Within subdivision (a), extends the period of evaluation from 60 to 120 days; and Policy 3.15, Annual Renewal – Removes the annual accreditation renewal requirement that the organization shall indicate the current status of each accreditation program and shall submit an explanation of any changes to its standards or examination, and, instead, clarifies that the certification program shall submit its latest certification exam and documentation showing it continues to satisfy the requirements set forth in Policy 3.04.

Young reported the committee is progressing on its evaluations this year of the Member Outreach Committee, the Bar's Diversity Initiative, Florida Lawyers Assistance, Inc., the procedural rules committees, and the Bar's Legal Publication office, and will have a progress report on those at the December meeting.

16. Disciplinary Procedure Committee – Agenda Item 11

Chair Andy Sasso said the committee moved the following amendment to R. Regulating Fla. Bar 3-7.10, Reinstatement and Readmission Procedures: Within subdivision (a), clarifies that this rule applies to attorneys who have been suspended for 91 or more days and extends the exception for applicability beyond membership fees to all types of delinquency; within subdivision (f), adds new subdivision (4) to include educational requirements as a factor for the referee to consider when determining fitness of the applicant for reinstatement or readmission; also within subdivision (f)(1), adds new subdivision (N) and renumbers subsequent subdivisions accordingly, to require that a felony suspended lawyer submit proof that the affected lawyer's civil rights have been restored before the lawyer may be reinstated as a member in good standing. The amendment was approved by unanimous vote of all board members present.

The committee presented on first reading an amendment to Fee Arbitration Rule II(a), Selection of Arbitrators: Increases the amount in controversy from \$15,000 to \$75,000 or less in order for a single arbitrator to be appointed.

Sasso reported the committee is working on other matters, including reviewing Standing Board Policy 15.92 at the request of the Board and the Disciplinary Review Committee to determine whether policies regarding administration of public reprimands should be amended. The committee also is considering changes to R. Regulating Fla. Bar 5-1.2 that would potentially prohibit non-lawyers from signing trust account checks and would prohibit lawyers from signing blank trust account checks or using signature stamps for signing trust account checks.

17. Executive Session – Agenda Item 10

The board went into executive session to consider grievance matters.

18. 2008-09 Continuing Legal Education Annual Report – Agenda Item 27

Bar Programs Director Terry Hill reported on the 2008-09 revenues and results for the Bar's CLE programs. He reported that live registrations were down slightly, but that was more than made up for by aftermarket sales of DVDs, CDs, and other materials. Consequently, overall revenues were up from the previous year. He also said that use of CLE provided through the Bar's website is increasing.

19. Member Benefits Program Annual Report – Agenda Item 28

Bar Programs Director Terry Hill reported that revenues from and member usage of various Bar Member Benefits goods and services is increasing. He said the Member Benefits Committee is continuing to actively look for ways to bring further discounts to Bar members.

20. Budget Committee Report – Agenda Item 14

Chair Jake Schickel presented the 2008-09 year end financial statements. He moved on behalf of the committee and the board approved an amendment to the Bar's Deferred Compensation Plan to allow employer contributions. He also moved two amendments to the Bar's Pension Plan, one to allow an increase in the employer contribution from 13 to 15 percent of an employee's salary and the second to make technical corrections required by federal law. The board approved the changes.

Schickel presented on first reading an amendment to BLSE Policy 3.16 – Fees: Raises the application fee for accreditation from \$750 to \$1,500 and raises the annual renewal fee from \$250 to \$500.

21. Investment Committee Report – Agenda Item 15

Chair Ian Comisky reported that because of the improving stock market Bar investments are up significantly for both the calendar year and the most recent quarter, rising 16.3 percent for the year and 9.6 percent for the quarter. He noted that the federal government has stopped guaranteeing money market funds. The committee recommended that the board approved putting Bar cash into a new government-guaranteed bank account at a bank owned by Morgan Stanley that pays 0.3 percent interest. Comisky noted the board, on the consent agenda, had approved a new consulting agreement with Morgan Stanley Smith Barney, which was the same as the old agreement with Morgan Stanley. He also said the committee, on the advice of its consultants, was undertaking a complete review of the Bar's investment program, which will take several months.

22. Audit Committee Report – Agenda Item 16

Chair Dan DeCubellis reported that the Bar has a draft showing a clean opinion from its auditors for the 2008-09 fiscal year. The Bar did end up, because of changes in investments and Bar programs, with a \$600,000 deficit, although the Bar has more than sufficient reserves to cover the shortfall. DeCubellis said The Florida Bar Building Corporation would be making the last mortgage payment of \$1.3 million on its headquarters annex building in Tallahassee on the week following the meeting.

23. Young Lawyers Division Report – Agenda Item 9

YLD President R.J. Haughey said the section was preparing for an anticipated approval by the Supreme Court of a rule change that will allow new Bar members to attend required Basic Skill Courses – other than Practicing with Professionalism – via webcast instead of in person. The division will also be involved in the national pro bono week celebration at the end of October and has created the Pro Bono and Community Service Committee to further push pro bono programs. Haughey said the division continues to maintain a section of its website to help lawyers looking for jobs.

24. Certification Plan Appeal Committee Report – Agenda Item 19

Chair Norman Vaughan-Birch presented one appeal from a denial of an applicant seeking appellate certification. The appellant challenged the scoring of his exam. Vaughan-Birch said the committee and the board are limited to reviewing whether the certification appeal committee followed the correct procedures and policies, and not to get into grading issues. He said the CPAC voted 6-0 that the proper procedures had been followed, and the board unanimously ratified that finding.

25. Board of Legal Education and Specialization Annual Report – Agenda Item 23

Board member Norman Vaughan-Birch, liaison to the BLSE, reported that certification is in its 27th year and now has 23 certification areas. About 7 percent, or 4,295, of the Bar’s in-state members have one or more certifications, he said, and that percentage would be higher if newer Bar members, who don’t meet the experience criteria for certification, were excluded.

26. Report on E-Filing and Electronic Access to Court Records – Agenda Item 24

Board member Murray Silverstein, a member of the Supreme Court Technology Commission, delivered an extensive report on efforts to implement electronic filing for the court system in the coming year, as mandated by the Legislature. He noted e-filing is only a part of the larger process of providing electronic access to court records. As required by the Legislature, the Supreme Court established standards for electronic filing and records, and has approved a Rule of Judicial Administration dealing with how confidential information will be dealt with in electronic records. He reported that court clerks and court personnel were working together on other issues, including developing a portal to provide access to court records and setting standards. The first area to go to electronic filing, he said, will likely be probate cases in selected circuits.

27. Presentation of Scrapbooks to former President Frank Angones

President Diner presented scrapbooks to former President Frank Angones, commemorating his year from 2007-08 as Bar president.

28. President’s Report – Agenda Item 6

President Diner reported he anticipated having legislative recommendations from the Legal Needs of Children Committee ready for the board’s December meeting. He also said working on e-filing and improving the Bar’s website will be priorities in the coming year.

29. Public Interest Law Section Report – Agenda Item 3

Chair Tracey McPharlin reported the section is working to increase its membership, and outlined the activities of its five committees. That includes the work of the section's Legal Needs of Children Committee with the Bar's Legal Needs of Children Committee to create a new certification area in Children's Law.

30. Equal Opportunities Law Section Report – Agenda Item 3

Chair Pamela Guerrier presented the section's annual report in writing.

31. Family Law Rules Committee Report – Agenda Item 29

Chair Jack Moring presented new Fla. Fam. L.R.P. 12.742 and two new accompanying forms, 12.984 and 12.996, to implement a law passed by the Legislature earlier this year on Parenting Coordination. The board voted 38-0 to recommend acceptance.

32. Pro Bono Legal Services Committee Report – Agenda Item 26

Board member Mary Ann Morgan, liaison to the committee, reported on the committee's upcoming "One" campaign to encourage lawyers to take pro bono cases. She reported the committee will use the ceremonial session scheduled at the Supreme Court on October 26 as part of the national pro bono week celebration to help kick off the campaign.

33. Rules Committee – Items on First Reading – Agenda Item 12

The following items were presented on first reading by the Rules Committee:

- R. Regulating Fla. Bar 1-3.10, Appearance by Non-Florida Lawyer in a Florida Court: Adds commentary defining what constitutes an appearance for purposes of the rule and that a non-Florida lawyer making an appearance in a Florida court is required to comply with rule 2.510 of the Fla. R. Jud. Admin. Adds commentary providing an explanation and example of how to calculate the number of appearances in a 365-day period.

- R. Regulating Fla. Bar 10-6.2, Subpoenas: Amends rule to conform to rules of civil procedure regarding return of subpoena.

- R. Regulating Fla. Bar 10-6.3, Recommendations and Disposition of Complaints: Within subdivision (a), removes "forward a" from the rule as reports are given at meetings.

- R. Regulating Fla. Bar 10-7.1, Proceedings for Injunctive Relief: Within subdivision (e)(1), amends timeframe from 10 days to 20 days for the reply brief to conform to Rules of Appellate Procedure.

- R. Regulating Fla. Bar 10-7.2, Proceedings for Indirect Criminal Contempt: Within subdivision (d), amends the timeframe the reply brief is due from 10 days to 20 days to conform to Rules of Appellate Procedure.

- R. Regulating Fla. Bar 4-1.12, Former Judge or Arbitrator, Mediator or other Third-Party Neutral: Within the comment to rule 4-1.12, adds "or court-appointed" to clarify that Florida Bar members who are either certified or court-appointed mediators are governed by applicable law and rules relating to certified or court-appointed mediators.

- R. Regulating Fla. Bar 4-2.4, Lawyer Serving as Third-Party Neutral: Within the comment to rule 4-2.4, adds "or court-appointed" to clarify that Florida Bar members

who are either certified or court-appointed mediators are governed by applicable law and rules relating to certified or court-appointed mediators.

- R. Regulating Fla. Bar 4-8.3, Reporting Professional Misconduct: Within new subdivision (c)(2) and the comment, adds an exception to the requirement that lawyers report professional misconduct of other lawyers for lawyers who serve as mediators or mediation participants if the information is privileged or confidential under applicable law. Within subdivision (c), amendments organize the subdivision into separate subdivisions and make grammatical changes not intended to change substance of the rule, other than new subdivision (c)(2) as discussed above.

- Regulations of the Clients' Security Fund: Within subdivision (b), allows for the payment of claims based on attorney's fees as approved.

34. Time and Place of Next Meeting

The board's next meeting will be December 9-12, 2009, at the Ritz-Carlton at Amelia Island. There being no further business before the board, President Diner adjourned the meeting at 1:37 p.m.

