REGULAR MEETING CALL TO ORDER - AGENDA ITEM #1
Governing Board Chairman, Frank Straka, called the meeting to order at 4:32pm. Governing Board Members present in-person/online were: Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, and Michael Hutchinson. West-MEC staff in attendance/online were: Jack Erb, Stephen Weltsch, Cindy Strozewski, Brady Mitchell, Brian Wright, Courtney Hundley, Mike Johnson, Laura Jaime, Barbara Thompson, Traci Lydic, Jessica McDowell, Naomi Amaya, Wendy Rupe, Susan Leon, Chris Cook, Deb Godley, Joel Wakefield, Spencer Isom, Jessica Putton, John Kukowski, Troy Gabaldon, Marilynn Babyar, Jarett Guy, Rahsaan Bartet, Aaron Parsons, Yusra Millenbaugh, Holly Medina, Matt Heath, David Svorinich, and Dee Markham. Others in attendance/online were: Bailey Todd, Jennifer Eastman, Heather Cruz, Jane Ardell, Katherine Hoornstra, Christine Gabaldon, Brian Kaminski, Michael Todd, Jimmy Chavez, RaeAnn Fox, Susan Segal, and Ema Jauregui.

ADOPTION OF THE OCTOBER 13, 2021 REGULAR GOVERNING BOARD MEETING AGENDA - AGENDA ITEM #2
Jim Migliorino made a motion to adopt the October 13, 2021 regular Governing Board Meeting Agenda. Peter Pingerelli seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, and Michael Hutchinson.

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PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE - AGENDA ITEMS #3 & 4
Yusra Millenbaugh, Professional Development Learning Management Technician, led the Pledge of Allegiance, and a Moment of Silence was dedicated to Teresa Donovan, who passed away on Monday.
DISCUSSION AND CONSIDERATION OF APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING HELD SEPTEMBER 8, 2021 - AGENDA ITEM #5

Jim Migliorino made a motion to approve the Minutes of the regular Board Meeting held September 8, 2021. James Kaltenbach seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, and Michael Hutchinson.

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SUMMARY OF CURRENT EVENTS - AGENDA ITEM #6A

Stephen Weltsch, Assistant Superintendent for Teaching, Learning and Campus Operations, reported on the following:

- As a testament to West-MEC providing high quality CTE, we have had National CTE school districts come and tour our Campuses recently, not only to see the state-of-the-art facilities, but to see the good teaching and learning that is happening in these facilities. Districts from Utah and Michigan have come in the last two weeks, plus a visit is scheduled by a district in New Mexico in the near future.
- 85 leaders came to the September West-MEC Think Tank to discuss upcoming legislative issues and how to shape current technical education for the state of Arizona.
- West-MEC staff and leaders have been involved in program development, meeting regularly with community leaders and educational districts. A meeting with Agua Fria Union and Tolleson Union were the latest District Meetings.
- Superintendent Donovan and Administration recently toured Pima Community College and examined the work they were doing in the transportation industry, which included electric vehicles.
- The Northeast Campus hosted a tour for Nikola Electric Vehicles to see how West-MEC could incorporate electric vehicles into its Automotive Programs.
- The Institutional Advisory Commission met this week to study program development and to make sure there is a talent pipeline in the West Valley for workforce needs.

GOVERNING BOARD SUMMARY OF CURRENT EVENTS - AGENDA ITEM #6B

- The Southwest Campus opened its facilities to host the Arizona Association FFA Summit Series Leadership Conference. This was most appreciated as the location of the Conference had to be changed at the last minute.
DISCUSSION AND CONSIDERATION OF A MOTION TO APPROVE THE CONSENT
- AGENDA ITEM #7
Jim Migliorino made a motion to approve the Consent Agenda. James Kaltenbach seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, and Michael Hutchinson.

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The following items were approved:
- Payroll Vouchers 6 & 4060 and 7 & 4070
- Accounts Payable Vouchers 6011 - 6020
- Personnel
- Donations
- Career and Technical Student Organization (CTSO) Student Activity Monthly Cash Report
- Disposals
- Travel
- Intergovernmental Agreement with Agua Fria Union High School District

CALL TO THE PUBLIC - AGENDA ITEM #8
Bailey Todd, a Veterinary Sciences student at the Southwest Campus, spoke on school absences and how CTSO activities/conferences should not be counted as a negative absence on a student’s record. An update will be provided to the Board regarding this topic.

LEGISLATIVE AND BUSINESS PARTNERSHIP UPDATE - AGENDA ITEM #9
Spencer Isom, Director of Business Partnerships and Government Affairs, reported on the following items:
- Current CTED Legislative priorities are: CTED Transportation Funding, Establish a Career Readiness and College Proficiency Seal, Funding for CTE Adult Education, Establish a Statewide Articulation Agreement, and continue CTE Incentive Grant Funding.

FIRST READING OF POLICY - AGENDA ITEM #10
Jack Erb, Associate Superintendent HR/Policy, brought forth the policy BCB (Board Member Conflict of Interest) with additional wording suggested by Michael Hutchinson, *that after a*
Board Member leaves their Board position, they cannot be employed by the District for 24 months. There is only one other District in Arizona that has wording like this in their policies.

Comments by the Governing Board:
- This is a standard addendum that goes with many organizations, or private organizations that have a Board of Directors. Many cities have this. This is a way of protecting future Boards or Superintendents from any possibility of even the appearance of a conflict of interest. I don’t believe this policy would be grandfathered back, but to start from its adoption. I would like to hear the attorney’s opinion. (Michael Hutchinson)
- Very few Boards have this policy. It is very unique and has not been a problem in the past. I do not agree that we need this clause. (Jim Migliorino)
- Our unique position means that this change harms our District. We have benefited greatly from having Board Members with a wide variety of careers and some of those people have experience in fields that West-MEC has as Programs. West-MEC continues to struggle to find qualified, well-meaning, well-intentioned individuals. This would handcuff our district in the future. (James Kaltenbach)
- This is a policy issue. It is not a question of what is legal and what is not. The absence of any Attorney General opinion means there has not been an issue with this in the past. A District has to consider the issue of being able to find staff and teachers that can fill their positions. (Susan Segal)
- I don’t want to hear Legal Counsel’s concerns about staffing since Attorneys are not elected officials. They should only offer legal opinions: yes, we can do this, no, we cannot. There are plenty of people out there qualified to teach Programs and to suggest that nobody in Arizona wants to do the job except our own Board Member is ludicrous. If we cannot staff positions, then we should discuss compensation. (Michael Hutchinson)
- EVIT’s Board hired their Superintendent, then the District hired one of its Board Members as an Assistant Superintendent after they resigned as a Board Member. There is a point of concern here. I can be flexible on the number of months, but favor changing this policy, maybe to 18 months instead of 24 months. (Peter Pingerelli)
- I would be open to reducing the 24-month time frame. (Michael Hutchinson)

Frank Straka asked that the Governing Board provide their comments and feedback to Jack Erb.

SECOND READING OF POLICIES AND APPROVAL - AGENDA ITEM #11
Jack Erb, Assistant Superintendent HR/Policy began his introduction of the topic with the policy BEDD (Rules of Order).

Questions and Comments from the Governing Board:
- The Governing Board Chairman should not have the authority to recess a meeting without a vote of the Governing Board. This is in a very small way a removal of authority from Board Members given to the Chairman. I must think about future Boards and how they could abuse this with abruptly ending the meeting to avoid something the Chairman does not want to be discussed or voted on. (Michael Hutchinson)
• Since I set the agenda as a Chairman, if I don’t want something on the agenda, I won’t put it there to begin with. Once an item is on the agenda I don’t believe we could end a meeting without at least taking possible action. (Frank Straka)

• I have seen instances at other School Board Meetings where controversial topics are being discussed. Dissenters show up and the Board immediately ends the meeting thus avoiding possible confrontation with the public which erodes trust with the public even more. (Michael Hutchinson)

• I disagree, and do not see this as necessary or see the need to put this in writing. (Jim Migliorino)

• The purpose of this is to maintain decorum where safety is as risk, not about arguments between Board Members. This would allow the Chairman to dismiss the meeting to protect the public safety, and I don’t see how it would be abused. (James Kaltenbach)

• I am not ready to see that power as it only takes a second for the Board to vote. I am not for this. (Peter Pingerelli)

This policy was presented separately from the other policies for Second Reading and approval. There was no motion to adopt this policy, so the policy did not get approved.

Jim Migliorino made a motion to adopt the below policies with stipulations listed below. James Kaltenbach seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, and Michael Hutchinson.

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Policies BIB (Board Member Development Opportunities), BIB-R (Regulation), GCH (Professional/Support Staff Orientation and Training), IMB (Teaching About Controversial/Sensitive Issues), and JLCB (Immunization of Students) were approved, but dependent on the Arizona Supreme Court Ruling to be put in effect.

The following policies will be put into effect immediately:

• BDF - Advisory Committees
• DIE - Audits / Financial Monitoring
• DJ - Purchasing
• GCB - Professional Staff Contracts and Compensation
• GDB - Support Staff contracts and Compensation
• GCF - Professional Staff Hiring
• GDF - Support Staff Hiring

October 14, 2021
DISCUSSION AND CONSIDERATION OF A MOTION TO PURCHASE PROPERTY (30 ACRES) FROM JOHN F. LONG FAMILY REVOCA BLE LIVING TRUST (GLENDALE AVENUE AND GLEN HARBOR BOULEVARD - WEST OF WEST-MEC CENTRAL CAMPUS) - AGENDA ITEM #12

Jack Erb, Associate Superintendent HR/Policy, presented the information for the purchase of property from John F. Long Family Revocable Living Trust. This property is located west of the Central Campus and is 30 acres in size. Approval of the Letter of Intent gives Greg Donovan, Superintendent, and Spencer Isom, Director of Business Partnerships and Government Affairs, an OK to move forward with due diligence. This item will be brought back to the Governing Board for final approval. Laura Server Blanco, Attorney at Gust Rosenfeld, has reviewed the document and made minor changes.

Questions and Comments from the Governing Board:
- The price is good and below market. Will there be any restrictions to this property since there are no buildings on it, and can we sell it within a year if need be? (Michael Hutchinson) This is what due diligence allows for. This allows us to look into any land restrictions without completely buying the property. The Central Campus will entirely be landlocked if we do not purchase this additional property.
- Will there be height restrictions to the buildings? (James Kaltenbach) Due diligence will be done to check on this.

Jim Migliorino made a motion to move forward with the Letter of Intent. Peter Pingerelli seconded the motion, and the motion was approved unanimously by Frank Straka, Peter Pingerelli, James Kaltenbach, Barbara Wyllie, Jim Migliorino, and Michael Hutchinson.

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CARTWRIGHT ELEMENTARY SCHOOL DISTRICT PRESENTATION - AGENDA ITEM #13

Dr. Heather Cruz, Cartwright Elementary School District Assistant Superintendent of Educational Services, brought greetings from Superintendent Dr. LeeAnn Aguilar Lawlor and Deputy Superintendent for Educational and Family Services, Ema Jauregui, and thanked West-MEC for all the funding support they have received.

Jane Ardell, Director of STEM and College and Career Readiness, spoke on the many College and Career Readiness activities in the District. West-MEC has helped to sponsor many of these activities, such as Makerspaces, Exploration Trips, and CTE Programs such as Industrial Technology and Culinary.

Katherine Hoornstra, Assistant Director of STEM and College and Career Readiness, spoke on 6-8th grade STEM and how excited the students were to use Bloxels, Drones, and Virtual Reality Equipment. These are used to bridge with their core classes.

The 8th grade kick-off this year sponsored Anthony Robles, who spoke on being unstoppable and motivated the students with his perseverance.

Parents who attended parent teacher conferences got to see all the exciting ideas their children were learning about innovation, and it was noted that more parents attended these conferences.

Students are tracked throughout the remainder of their education. Some have attended Metro Tech and a few have attended West-MEC.

ACCREDITATION PRESENTATION - AGENDA ITEM #14

Stephen Weltsch, Assistant Superintendent for Teaching, Learning and Campus Operations, began this presentation with the statement “Accreditation is the pursuit of continuous improvement.” West-MEC is being measured against national standards not only in Adult Education, but in Secondary Education.

In September, COE (Council on Occupational Education) came to West-MEC to review our Adult Ed. Programs. Thanks to Barbara Wyllie for attending the dinner to meet with Council. COE provided a lot of accolades, as well as some continuous improvement opportunities, and gave West-MEC direction on some better ways that engagement can be made with industry and Advisory Council Members. For example, instead of just one General Aviation Advisory Council, there will be one for Aviation Power Plant and one for Aviation Air Frame. Some of what COE wants changed is just methodology. We have until February to respond to COE and show them how we are adopting practices they recommended. We will receive a 3-6 year accreditation.

Cognia will be reviewing our Secondary Programs and will be here October 31st-November 4th. This visit will be a virtual visit with a team of 5. Virtual tours will be given and they will be able to meet with students, parents, instructors, staff, and Governing Board Members virtually.

October 14, 2021
Narratives have been formulated showing all that West-MEC does, and the team will be looking at all the artifacts.

The COE Team were practitioners within the field of education, and worked for private technical schools. The Cognia Team are all mostly practitioners from high schools.

**STUDENT CAREER PLACEMENT AND CREDENTIALS - AGENDA ITEM #15**

Stephen Weltsch, Assistant Superintendent for Teaching, Learning and Campus Operations, stated that if West-MEC believes its students are career ready, we believe industry credentials really represent that readiness. A placement tracking system has been put in place to make sure West-MEC knows where its students are going.

Jessica Putton, Career Services Director, reported on industry credentials that are tracked. Career Coaches consistently build rapport with students through resume writing, interviewing skills with mock interviews, LinkedIn time management, networking, and professional skills that students need in order to be more successful. Job leads are shared from employers to make sure students have opportunities available.

In 2020/2021, there were over 4,000 industry credentials earned by West-MEC students. Industry Credentials are divided into three categories: required, preferred, and relevant. There was an 81.68% positive placement for 2020 completers. COVID has put a crunch on testing, and that is why figures are lower than they should be.

- Peter Pingerelli liked the fact that Career Services were embedded in each Campus.
- James Kaltenbach would like Industry Credentials earned broken out by Program and for Career Services to be more involved in CTSOs by preparing them for events, etc.

Jim Migliorino left the meeting at 6:00pm.
Frank Straka left the meeting at 6:05pm.

**STRATEGIC PLAN PRESENTATION - AGENDA ITEM #16**

Joel Wakefield, Director of Professional Development and Strategic Planning, reported on the new Strategic Plan, Aurora. West-MEC is currently in its first year of a new three-year plan. Team and individual contributions and accomplishments are lights that shine, and collectively, they advance West-MEC’s cause and purpose. Engaged people should be able to envision how their daily work and contributions, work collectively to create something beautiful; thus, the name Aurora.

There are two Bridging Strategies in Aurora; Learner and Stakeholder Engagement (14 topics). The Bridging Strategies for the 21/22 year are as follows:

- LE#4: Design and implement a formal system to connect all students with industry credentials that truly convey career readiness, including the tracking of, reporting for, and celebration. (This will be measured by 75% of completers earning a required or preferred credential one year after program completion.)
• LE#5: Design a continuum of career literacy experiences to increase student awareness of career pathways to build life aspirations. (This will be measured by all completers sharing their meaningful career pathway plan in an exit interview and by each Campus hosting a summer camp exposing middle school students to available programs.)

• SE#2: Create a life cycle for the recruitment and retention of all learners to represent multiple, meaningful touch points. (This will be measured by the creation of a Recruitment and Retention Lifecycle to be implemented by the 2022-2023 school year.)

James Kaltenbach asked where West-MEC was in the process of Aurora. Joel replied that all the Campuses and Departments have created a goal with critical work activities. Each month the Community Table meets to discuss these goals.

**DISCUSSION AND CONSIDERATION OF A MOTION TO APPROVE THE 2020-2021 ANNUAL FINANCIAL REPORT AND THE SCHOOL-LEVEL REPORT REVIEW - AGENDA ITEM #17**

Deb Godley, Accounting and Budget Specialist, gave the Board a report on the FY 2021 Total Expenditures:

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<td>Classroom Site Fund</td>
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<td>DAA (Capital)</td>
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<td>Bond</td>
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| FY21 Revenue                          | $37,589,940 |
| FY21 Expenditures                     | $33,841,616 |
| Variance                              | $3,748,324  |

Classroom Instruction $21,118,318 Includes pass-thru to Member Districts/CTE Affiliations

Classroom Supplies $620,624 Includes Business, Technology, Human Resources, Public Relations/Media, School Administration/support

Administration $5,766,708

Support Services $1,724,363 Student Services/Counselors/Registration

All other Support $5,283,468 Support staff, Curriculum and Instruction, Maintenance

The School Level Report takes all the data on the Annual Financial Review and breaks it down by Campus and District Expenditures and is based on Average Daily Membership. This is continually updated so it is a moving document. The Auditor has until 10/15 to complete changes.

Mike Hutchinson thanked Deb for the pie charts and asked to see a total salary and benefits number for fiscal year.

Michael Hutchinson made a motion to approve the 2020-2021 Annual Financial Report and the School-Level Report Review. James Kaltenbach seconded the motion. Dee Markham,
BOND EXPENSE REPORT - AGENDA ITEM #18
Deb Godley, Accounting and Budget Specialist, presented the Bond expenditures ending June 30, 2021 by Campus. In 2012, West-MEC went out for a $74.9M Bond with a 20-year pay back, and in 2016, West-MEC went out for a $141M bond with a 10-year pay back. The bond fund ending cash balance as of June 30, 2021 was $54,198,228 left to be spent. Bonds outstanding as of June 30, 2021 are $90,470,000.00.

- What is the target date when West-MEC will be free of debt? (Michael Hutchinson)
  This information will be sent out from the Business Department.

WEST-MEC CALENDAR EVENTS - AGENDA ITEM #19
Peter Pingerelli reported on the West-MEC Calendar Events:
- Think Tank - November 18, 2021 (Northwest Campus)
- ACTE Visions - December 1-4, 2021 (Hybrid/New Orleans)

DISCUSSION OF FUTURE AGENDA ITEMS - AGENDA ITEM #20
Future Agenda Items are: Project Search, Central Program Internships, and what constitutes as School Business at West-MEC and at the Member Districts.

CONSIDERATION OF A MOTION TO ADJOURN - AGENDA ITEM #21
Michael Hutchinson made a motion to adjourn the Governing Board Meeting at 7:12pm. Peter Pingerelli seconded the motion, and the motion was approved unanimously by Peter Pingerelli, James Kaltenbach, Barbara Wyllie, and Michael Hutchinson.

Respectfully Submitted,

October 14, 2021