

**1. Call the Meeting to Order**

President Stout called the meeting to order at 5:32pm.

**2. Roll Call**

At 5:32pm roll call was taken:

Present: Commissioners Pulice, Sbertoli, Schroeder, Stout

Staff present: Greg Kuhs – Executive Director & Recording Secretary

**3. Board Manual Review**

The Board reviewed the recommended changes to the Board Manual which had been suggested during the review process at past meetings.

There were some minor corrections made to language in the manual.

A lengthy discussion took place regarding a policy/guideline for the rental of a car by Board Member(s) when attending an out-of-state conference/workshop. Executive Director Kuhs indicated he would check with other districts to see if they had a policy addressing car rentals, and he would re-draft a description to try and cover the ideas for this topic based on Board discussions and distribute the re-write for Board review.

The Board felt comfortable with all other sections of the Board Manual.

**4. Adjournment**

It was moved by Commissioner Pulice, seconded by Commissioner Sbertoli to adjourn the Special Meeting at 6:24 pm.

After a voice vote, President Stout declared the MOTION CARRIED.

Board Member Signatures

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