

**REGULAR MONTHLY MEETING**  
**OF**  
**JACKSON MUNICIPAL AIRPORT AUTHORITY**  
**BOARD OF COMMISSIONERS**

**October 24, 2011**

The Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority” or “JMAA”) met in the Main Terminal Building, Hawkins Field Airport, Jackson, Mississippi, at 4:00 p.m. on Monday, October 24, 2011 (the “Meeting”), pursuant to proper notice.

**I. CALL TO ORDER/ROLL CALL/DECLARATION OF QUORUM.**

Chair Glenda Glover presided, called the Meeting to order, and called the roll of Commissioners.

The following Commissioners were present in person at the Meeting.

Dr. Glenda Glover, Chair  
Johnnie P. Patton, R. Ph., Vice Chair  
George E. Irvin, Sr.  
Earle Jones  
Dr. Sylvia Stewart

Chair Glover noted that a quorum was present in person as required by the Bylaws, and announced that the Meeting would proceed.

The following other persons were also present at the Meeting.

Dirk Vanderleest, JMAA Chief Executive Officer  
Bonnie Wilson, JMAA Chief Operating Officer  
Gary Cohen, JMAA Chief Financial Officer  
Woody Wilson, JMAA Senior Director of Capital Planning  
René Woodward, JMAA Director of Human Resources and Administration  
Denson Stasher, JMAA Director of Operations and Security  
Jack Thomas, JMAA Director of DBE and Community Development  
Cindy Crotchett, JMAA Executive Assistant  
Joyce Tillman, JMAA Facilities Engineer  
Jack Weldy, JMAA Properties Manager  
Arnetrius Branson, JMAA Comptroller  
Tawanda Armstrong, JMAA Police Officer  
Kimberly Farmer, JMAA Administrative Project Support  
Patrick Minor, JMAA Operations Coordinator

Carmiscia Ruffld, JMAA Public Safety Coordinator  
Claude Banks, Lee Allen & Associates, LLC  
Justin Banks, Lee Allen & Associates, LLC  
Karl Banks, Lee Allen & Associates, LLC  
Nikki Johnson, Project Management Consultants  
Antoinette Green, Project Management Consultants  
Chuck Lott, Neel-Schaffer  
Jim White, Waggoner Engineering, Inc.  
Terry Lovelace, Utility Constructors, Inc.  
Alan Moore, Baker Donelson Bearman Caldwell & Berkowitz  
Jeff Wagner, Baker Donelson Bearman Caldwell & Berkowitz  
Alexander Martin, Baker Donelson Bearman Caldwell & Berkowitz  
Sarah Lattimer

## II. APPROVAL AND EXECUTION OF MINUTES.

- A. **Open Session and Executive Session of the Regular Monthly Meeting of the Board, September 26, 2011.**
- B. **Open Session and Executive Session of the Special Meeting of the Board, October 4, 2011.**

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Jones, and unanimously approved by the affirmative votes of all Commissioners present, the minutes described above were approved as presented and directed to be filed in the appropriate minute book and records of the Authority.

## III. PUBLIC COMMENTS.

None.

## IV. REPORTS.

- A. **Chief Executive Officer.**
1. ***Airport Project Manager Summary, Period Ending September 30, 2011.***
  2. ***Airport Activity Statistics Report, Period Ending September 30, 2011.***

Mr. Vanderleest directed the Board's attention to the Airport Project Manager Summary and the Airport Activity Statistics Report as found in the packet distributed to the Board prior to the Meeting (the "Packet"), and discussed these reports with the Board. A copy of the Packet is attached as an exhibit to the minutes of the Meeting.

**3. *Employee Recognitions.***

- a. Employee of the Month, September 2011: Tawanda Armstrong, Certified Police Officer, Department of Public Safety.

Mr. Vanderleest recognized and commended Ms. Armstrong for being named Employee of the Month for September 2011.

- b. Employee of the Month, October 2011: Carmiscia Ruffld, Public Safety Coordinator, Department of Public Safety.

Mr. Vanderleest recognized and commended Mr. Ruffld for being named Employee of the Month for October 2011.

**4. *Professional Recognitions.***

- a. Patrick Minor, Operations Coordinator, Department of Operations and Security.

- (1) Basic Supervisory Course, Awarded by Mississippi State Personnel Board.

Mr. Vanderleest recognized and commended Mr. Minor for completing the Basic Supervisory Course as presented by the Mississippi State Personnel Board.

- b. Kenneth Randolph, Director of Public Safety, Department of Public Safety.

- (1) Four Year Service Award as Director of ALEAN Board, Awarded by Airport Law Enforcement Agencies Network.

Mr. Vanderleest recognized and commended Mr. Randolph for receiving the Four Year Service Award as Director of the Board for the Airport Law Enforcement Agencies Network.

**5. *Organizational Recognitions.***

- a. Jackson Municipal Airport Authority: 2011 Platinum Award of Excellence, MMBA 11<sup>th</sup> Annual Awards Gala, Mississippi Minority Business Alliance, Inc.

Mr. Vanderleest informed the Board that the Authority had received the 2011 Platinum Award of Excellence from the Mississippi Minority Business Alliance, Inc. at the 11<sup>th</sup> Annual Awards Gala. Mr. Vanderleest commended Jack Thomas, JMAA Director of DBE and Community Development, for his excellent work, which resulted in this award for JMAA.

**6. *Other Matters.***

a. 2011 Hawkins Field Airshow.

Mr. Vanderleest called on Jack Thomas, JMAA Director of DBE and Community Development, to report on the recent Hawkins Field Airshow on October 1-2, 2011. During discussion, Mr. Thomas distributed and discussed with the Board a certain report on the 2011 Hawkins Field Airshow dated October 24, 2011. A copy of the Report is attached as an exhibit to the minutes of the Meeting. Mr. Thomas said that the event was a big success, with the largest crowds ever, and under budget. Mr. Thomas distributed to the Board a letter dated October 3, 2011, from Congressman Bennie G. Thompson, praising the event and thanking JMAA for inviting him to participate in the Opening Ceremony. Mr. Vanderleest said that a copy of the letter would be attached as an exhibit to the minutes of the Meeting. Mr. Thomas also thanked Bonnie Wilson for her assistance in planning and executing the Airshow. Mr. Thomas said that he was particularly proud that 19% of all expenditures for vendors at the Airshow went to minority vendors.

**B. Attorney.**

Mr. Moore said the attorneys had nothing to report at this time.

**V. ACTION ITEMS.**

**A. Financial Matters.**

**1. *Financial Reports for September 2011.***

- a. Balance Sheet: Accept.
- b. Income Statement: Accept.
- c. Claims Docket for September 2011: Approve.

Mr. Vanderleest directed the Board's attention to the above referenced financial reports for September 2011 and the Claims Docket for September 2011, all of which were included in the Packet.

During discussion, Mr. Vanderleest pointed out that the Balance Sheet and Income Statement were presented as of September 30, 2011, the end of Fiscal Year 2011 for JMAA. Mr. Vanderleest commended all departments and senior staff for ending the year under budget with a cash balance of approximately \$2.5 Million.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION ACCEPTING FINANCIAL REPORTS FOR  
SEPTEMBER 2011 AND APPROVING AND AUTHORIZING  
PAYMENT OF CLAIMS DOCKET FOR SEPTEMBER 2011**

**WHEREAS**, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) has reviewed and considered (i) the Balance Sheet and the Income Statement for the Authority for the month and period ending September 30, 2011 (the “Financial Reports”), and (ii) the Claims Docket of the Authority for the month of September 2011 (the “Claims”), both the Financial Reports and the Claims being (i) included in the packet distributed to the Board prior to the October 24, 2011, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby (i) accepts the Financial Reports and (ii) approves and authorizes payment of the Claims in the total amount of \$1,419,567.91.

**B. Service Agreements.**

1. *JMAA Contract No. 001-012-4, Microbiological Assessment of Room 538, Main Terminal Building, JEIA: Authorize Addendum to Agreement.*
2. *JMAA Contract No. 002-12, Public Safety Emergency Digital Voice Recorder, JMAA: Authorize Renewal of Agreement.*
3. *JMAA Contract No. 003-12 and JMAA Contract No. 004-12, Public Safety Radio System Maintenance Service Agreement, JMAA: Authorize Renewal of Agreements.*

Mr. Vanderleest directed the Board’s attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Stewart, seconded by Commissioner Jones, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
WITH RESPECT TO CERTAIN SERVICE AGREEMENTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners of the Authority (the “Board”) approve and authorize certain actions with respect to certain service agreements identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the October 24, 2011, Regular Monthly Meeting of the Board, and (ii) incorporated herein by reference (separately, each a “Memorandum;” collectively, the “Memoranda”); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board approves and authorizes negotiation and execution of an addendum to the existing professional services agreement between the Authority and Advance Environmental Consultants, Inc. (“AEC”), whereby AEC will perform a microbiological assessment of certain areas of the Main Terminal Building at Jackson-Evers International Airport (the “AEC Amendment”), with fees for such services not to exceed \$1,000, all as more particularly set out in the Memorandum dated October 10, 2011, which describes this matter, said AEC Amendment to contain such terms and conditions consistent with the Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
2. The Board approves and authorizes negotiation and execution of a one (1) year renewal of the existing agreement with Precision Communications, Inc. for maintenance and repair services for the Authority’s digital voice recording system for emergency communications (the “Precision Renewal Agreement”), said Precision Renewal Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated October 10, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
3. The Board approves and authorizes negotiation and execution of one (1) year renewals of the existing agreements with Harris Corporation for maintenance, repair and oversight services for both hardware and software for the Authority’s 700/800 MHz radio system (the “Harris Renewal Agreements”), said Harris Renewal Agreements to be in such form and to

contain such terms and conditions consistent with the Memorandum dated October 10, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**C. Construction Projects.**

1. ***JMAA Contract No. 11-074, Emergency Repair to Water Well No. 3, JEIA.***
2. ***Passenger Boarding Bridges Interior and Exterior Signage Frame Installation at Gates 2 and 16, JEIA: Authorize Agreement***
3. ***JMAA Project No. 010-11, Tile Installation for new Customer Service Information Center, JEIA: Authorize Agreement.***
4. ***JMAA Project No. 016-11, Tree Removal, JEIA: Award Contract.***
5. ***JMAA Project No. 017-11, Airfield Markings 2011, JEIA: Award Contract.***
6. ***JMAA Project No. 013-08, Contract No. 013-08-363, Drainage Improvements – Phase III, HKS: Approve Change Order No. 1.***
7. ***JMAA Project No. 005-09, Storm Water Improvements, JEIA: Reject Bids.***
8. ***JMAA Project No. 019-10, General Aviation Apron Improvements, Contract No. 019-10-038, JEIA: Approve Change Order No. 3.***

Mr. Vanderleest directed the Board's attention to the memoranda in the Packet which described these matters, and discussed these matters with the Board.

After discussion, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN ACTIONS  
WITH RESPECT TO CERTAIN CONSTRUCTION PROJECTS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the "Authority") has recommended that the Board of Commissioners (the "Board") of the Authority approve and authorize certain actions with respect to certain construction projects identified below, all as more particularly described in certain memoranda (i) included in the packet distributed to the Board prior to the October 24, 2011, Regular Monthly Meeting of the Board, and (ii) incorporated herein by

reference (separately, each a “Memorandum;” collectively, the “Memoranda”); and

**WHEREAS**, the Board has reviewed the Memoranda and considered the recommendations therein by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, take the following actions:

1. The Board accepts the Memorandum dated October 11, 2011 (the “Certificate”), certifying the circumstances and justification for certain emergency repairs to Water Well No. 3 at Jackson-Evers International Airport (“JEIA”), and approves the repairs described in said Certificate, all as more particularly described in the Certificate.
2. The Board approves and authorizes negotiation and execution of an agreement with Mid-State Construction for the installation of interior and exterior signage frames for the passenger boarding bridges at gates 2 and 16 at JEIA at a cost not to exceed \$4,000.00 (the “Mid-State Agreement”), said Mid-State Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated October 10, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
3. The Board approves and authorizes negotiation and execution of an agreement with Jimmie Lyles Flooring Gallery to install tile at the information/customer service area in the Main Terminal Building at JEIA at a cost not to exceed \$3,375.00 (the “Lyles Agreement”), said Lyles Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated October 11, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
4. The Board hereby (i) rejects the bid submitted by Walton Construction of Mississippi, LLC for JMAA Project No. 016-11, Tree Removal at JEIA (the “Services”) for the reasons cited in that certain Memorandum dated October 12, 2011, which describes this matter (the “Tree Removal Memorandum”); (ii) accepts the bid by Anderson Contracting, L.L.C. (“Anderson”) in the amount of \$155,350.00 as the lowest and best bid for the Services and awards the contract for the Services to Anderson; and (iii) authorizes and directs the staff of the Authority to negotiate and execute an appropriate agreement with Anderson to accomplish the Services (the “Anderson Agreement”), said Anderson Agreement to be in such form and to contain such terms and conditions consistent with the Services and the



Tree Removal Memorandum, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

5. The Board hereby accepts the bid by Lane Line, LLC (“Lane”) in the amount of \$105,548.00 for JMAA Project No. 017-11, 2011 Airfield Marking Project at JEIA (the “Airfield Marking Project”), as the lowest and best bid for the Airfield Marking Project, and approves and authorizes execution and accomplishment of an appropriate agreement with Lane to accomplish the Airfield Marking Project (the “Lane Agreement”), said Lane Agreement to be in such form and to contain such terms and conditions consistent with the Memorandum dated October 11, 2011, which describes this matter, as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.
6. The Board approves and authorizes execution and accomplishment of Change Order No. 1 to Contract No. 013-08-363 with Bulldog Construction Company in connection with Project No. 013-08, Hawkins Field Drainage Improvements – Phase III at Hawkins Field, as more particularly described in the Memorandum dated October 14, 2011, which describes this matter.
7. The Board hereby (i) rejects all bids received by the Authority in connection with the Storm Water Drainage Improvements at JEIA (Project No. 005-09) (the “Drainage Project”) and (ii) authorizes and directs the staff of the Authority to work with the Authority’s engineers for the Drainage Project to review the scope of work for the Drainage Project to bring the work within the project budget, all as set out in the Memorandum dated October 14, 2011, which describes this matter.
8. The Board approves and authorizes execution and accomplishment of Change Order No. 3 to Contract No. 019-10-038 with Hemphill Construction Company in connection with Project No. 019-10, General Aviation (FBO) Apron Improvements at JEIA, as more particularly described in the Memorandum dated October 11, 2011, which describes this matter.

**D. Procurements.**

There was no discussion or action taken regarding procurements at the Meeting.

**E. Grants.**

There was no discussion or action taken regarding grants at the Meeting.

**F. Other Matters.**

**1. *Authorization to Contribute Funds for Healthcare Corridor Study.***

Mr. Vanderleest directed the Board's attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Jones, seconded by Commissioner Irvin, and approved by the affirmative votes of Commissioners Glover, Irvin, Jones and Stewart, with Commissioner Patton voting nay, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CONTRIBUTION OF FUNDS FOR STRATEGIC PLAN IN CONNECTION WITH DEVELOPMENT OF THE PROPOSED MISSISSIPPI HEALTHCARE CORRIDOR**

**WHEREAS**, the MetroJackson Chamber of Commerce (the "Chamber") has formed a limited liability company entitled Mississippi Healthcare Corridor, LLC (the "LLC") for the purpose of commissioning a study and a strategic plan for development of a certain Mississippi Healthcare Corridor in the City of Jackson along Woodrow Wilson Avenue from Interstate 55 to Interstate 220, including Hawkins Field and the area immediately surrounding Hawkins Field (the "Strategic Plan"); and

**WHEREAS**, the Chamber has requested that the Jackson Municipal Airport Authority ("JMAA") contribute \$25,000 to the cost of the Strategic Plan, which will include consideration of the Master Plan for Development of Hawkins Field and will address development opportunities at and surrounding Hawkins Field; and

**WHEREAS**, the Board of Commissioners (the "Board") of JMAA has considered said request by the Chamber; and

**WHEREAS**, the Board has concluded that development of the Mississippi Healthcare Corridor would benefit Hawkins Field and its surrounding area;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of JMAA to, and the Board hereby does, authorize and direct the payment of \$25,000 to the LLC to assist in funding the Strategic Plan.

**2. *2011 Emergency Management Exercise: Approval of Budget and Authorization of Agreements.***

Mr. Vanderleest directed the Board's attention to the memorandum in the Packet which described this matter, and discussed this matter with the Board.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION AUTHORIZING PARTICIPATION IN 2011  
EMERGENCY MANAGEMENT EXERCISE AND CONTRACTS  
RELATING THERETO**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has advised the Board of Commissioners (the “Board”) of the Authority that the Authority will conduct the 2011 Emergency Management Exercise on December 3, 2011, in partnership with the City of Pearl, Mississippi (the “2011 EME”); and

**WHEREAS**, the staff of the Authority has recommended that the Board approve and authorize negotiation and execution of all agreements necessary and appropriate in connection with the 2011 EME, including without limitation agreements with vendors and other providers of goods and services, subject to a total project budget of \$10,000.00 (collectively, the “2011 EME Agreements”), as more particularly described in that certain memorandum dated October 11, 2011, which was (i) included in the packet distributed to the Board prior to the October 24, 2011, Regular Monthly Meeting of the Board and (ii) incorporated herein by reference (the “Memorandum”); and

**WHEREAS**, the Board has reviewed the Memorandum and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize negotiation and execution of the 2011 EME Agreements, said 2011 EME Agreements to be in such form and to contain such terms and conditions consistent with the Memorandum as may be deemed appropriate by the Chief Executive Officer of the Authority, as evidenced by his execution thereof.

**3. *Board Travel.***

Chair Glover said that, in accordance with the Travel Policy for Commissioners previously adopted by the Board, it was appropriate at this time for the Board to discuss and consider approval of travel expenses for Commissioners in connection with (i) the 18<sup>th</sup> Annual AMAC Economic Opportunity and Policy Forum to be held in Fort Lauderdale, Florida, on December 4-6, 2011, and (ii) the christening of the *Medgar Evers* naval vessel in San Diego, California, on November 11-12, 2011. During discussion, the Board considered the success of and contacts made at the AMAC Economic Forum held in Jackson in December 2010. The Board also discussed the importance of

supporting the Evers family in connection with the ship christening because of the recent discussion of an additional change in the name of Jackson-Evers International Airport.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Patton, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING CERTAIN TRAVEL  
EXPENSES FOR COMMISSIONERS**

**WHEREAS**, the 18<sup>th</sup> Annual AMAC Economic Opportunity and Policy Forum will be held in Fort Lauderdale, Florida, on December 4-6, 2011 (the “AMAC Economic Forum”), and the christening of the *Medgar Evers* naval vessel will be held in San Diego, California, on November 11-12, 2011 (the “*Medgar Evers* Christening”); and

**WHEREAS**, the Board of Commissioners (the “Board”) of the Jackson Municipal Airport Authority (the “Authority”) has considered the benefits to the Authority from attendance at the AMAC Economic Forum and the *Medgar Evers* Christening, and has concluded that attendance at both events would be beneficial to the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that it would be in the best interests of and in furtherance of the duties and responsibilities of the Authority to, and the Board hereby does, approve and authorize attendance at the AMAC Economic Forum and *Medgar Evers* Christening by any Commissioners of the Authority and the reimbursement of all reasonable travel and lodging expenses incurred by Commissioners and related thereto, all in accordance with the Authority’s Travel Policy for Commissioners.

**4. *Early Issues.***

Mr. Vanderleest distributed to the Board a list of claims which he proposed to be approved for early payment by the Board. A copy of the list of “early issue” claims is attached as an exhibit to the minutes of this Meeting.

After discussion, upon motion duly made by Commissioner Irvin, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Board adopted the following resolution.

**RESOLUTION APPROVING AND AUTHORIZING PAYMENT OF  
CERTAIN EARLY ISSUE CLAIMS**

**WHEREAS**, the staff of the Jackson Municipal Airport Authority (the “Authority”) has recommended that the Board of Commissioners of the Authority

(the “Board”) approve and authorize prompt payment of certain early issue claims (the “Early Issue Claims”), a list of the Early Issue Claims being attached as an exhibit to the minutes of the Regular Monthly Meeting of the Board on October 24, 2011; and

**WHEREAS**, the Board has reviewed the Early Issue Claims and considered said recommendation by the staff of the Authority;

**NOW, THEREFORE, BE IT RESOLVED**, the Board hereby determines that the Early Issue Claims are appropriate and proper expenses incurred in connection with authorized responsibilities and duties of the Authority, and hereby approves and authorizes prompt payment of the Early Issue Claims in the total amount of \$72,156.53.

**VI. DISCUSSION: STRATEGIC INITIATIVES.**

There was no discussion of strategic initiatives at the Meeting.

**VII. ADJOURNMENT.**

There being no further business to come before the Meeting, upon motion duly made by Commissioner Patton, seconded by Commissioner Stewart, and unanimously approved by the affirmative votes of all Commissioners present, the Meeting was adjourned.

Respectfully submitted,

---

Dr. Glenda Glover, Chair

---

Johnnie P. Patton, R. Ph., Vice Chair

---

George E. Irvin, Sr.

---

Earle Jones

---

Dr. Sylvia Stewart