

Checklist of Items to Be Completed and Submitted

Page 1 (Cover Page):

- Total Personal and Real Property Tax Required agrees to the amount on the bottom of Page 2, Total Property Tax Requirement.
- Outstanding Bonded Indebtedness Section was completed. *(If Applicable)*
- Audit Waiver request is indicated by checking the box.
- Total Certified Valuation was completed.
- Report of Joint Public Agency & Interlocal Agreements is indicated by checking the box.
- Report of Trade Names, Corporate Names, and Business Names is indicated by checking the box.

Page 2 (Budget Form):

- Column 1, Line 5 agrees to last year's budget form Column 1, Line 30. If not, provide explanation.
- Column 1, Line 30 agrees to Column 2, Line 5.
- Column 2, Line 30 agrees to Column 3, Line 5.
- Column 3, Line 30 is equal or greater than zero. Cannot budget to have a negative fund balance.
- Transfers IN (Line 16) agree to Transfers OUT (Line 28).
- Cash reserve is less than 50% or is explained on page 2-A

Page 2-A (Transfer Page, *If Applicable*):

- Transfers noted on Page 2, Column 2 are explained.

Page 3 (Correspondence Page):

- Correspondence Information is completed, indicating Contact For Correspondence.

Page 4 (Lid Supporting Schedule):

- Total Personal and Real Property Tax Requirements Line (1) agrees to amount on bottom of Page 2, Total Property Tax Requirement.
- Other Restricted Funds agree to amounts in Column 3, Page 2.
- Capital Improvement Lid Exceptions Line (5) agrees to last year's budget Page 4, Line (10).
- Line (7) agrees to Line (11).
- Line (10) must be greater than or equal to Line (11)

Page 5 (Lid Computation Form):

- Line (1) agrees to last year's budget Lid Computation Form, Line (8).
- Line (10) is greater than or equal to zero.

Page 6 (Capital Improvements):

- Total agrees to Line (10) on Page 4

Attachments:

- Certification of Valuation(s). (From County Assessor)
- Board minutes approving Budget.
- Publisher's Affidavit of Publication for the Notice of Budget Hearing.
- Board minutes documenting request for Audit Waiver. *(If Applicable)*
- Board minutes showing at least 75% Board approval for additional 1% increase in the Restricted Funds Subject to Limitation. *(If Applicable)*
- Special election Sample Ballot and Election Results or townhall meeting Record of Action. *(If Applicable)*
- (Fire Districts Only)** Board minutes approving a special tax for a Public Safety Communication Project. *(If Applicable)*
- Resolution authorizing bonds for Public Facilities Construction Projects. *(If Applicable)*
- Report of Interlocal Agreements and Trade Names is attached. Required to be filed by September 30th. *(If Applicable)*
- (Fire Districts and Townships -If Requesting Waiver)** Monthly Bank Statements for ALL accounts (including CD's) for July 2023 thru June 2024, including copies of cancelled checks
- (Fire Districts and Townships - If Requesting a Waiver)** Bank Reconciliation for June 2024
- (Fire Districts and Townships -If Requesting Waiver)** A copy of meeting minutes for one regular board meeting, including claims (bills) approved for payment, for a meeting that occurred during the months of March 2024 through June 2024. If a meeting was not held during that period, please provide minutes for the last meeting prior to June 30, 2024.

**2024-2025
STATE OF NEBRASKA
GENERAL BUDGET FORM**

Warren Memorial Hospital Tax District

TO THE COUNTY BOARD AND COUNTY CLERK OF
Saline County

This budget is for the Period October 1, 2024, through September 30, 2025

Upon Filing, The Entity Certifies the Information Submitted on this Form to be Correct:

The following **PERSONAL AND REAL PROPERTY TAX** is requested for the ensuing year:

\$	158,942.56	Property Taxes for Non-Bond Purposes
\$	65,717.50	Principal and Interest on Bonds
\$	224,660.06	Total Personal and Real Property Tax Required

Outstanding Bonded Indebtedness as of October 1, 2024

	50,000.00	Principal
	15,717.50	Interest
\$	65,717.50	Total Bonded Indebtedness

641,885,889 **Total General Fund Certified Valuation (All Counties)**

(Certification of Valuation(s) from County Assessor MUST be attached)

County Clerk's Use ONLY

APA Contact Information

Auditor of Public Accounts
PO BOX 98917
Lincoln, NE 68509

Telephone: (402) 471-2111 **FAX:** (402) 471-3301

Website: auditors.nebraska.gov

Questions - E-Mail: Jeff.Schreier@nebraska.gov

Budget Document To Be Used As Audit Waiver?

My Subdivision has elected to use this Budget Document as the Audit Waiver.
(If YES, Board Minutes MUST be Attached)

YES NO

If YES, Column 2 **MUST** contain **ACTUAL** Numbers.

IF YES, DO NOT COMPLETE/SUBMIT SEPARATE AUDIT WAIVER REQUEST.

Report of Joint Public Agency & Interlocal Agreements

Was this Subdivision involved in any Interlocal Agreements or Joint Public Agencies for the reporting period of July 1, 2023 through June 30, 2024?

YES NO

If YES, Please attach Interlocal Agreement Report.

Report of Trade Names, Corporate Names & Business Names

Did the Subdivision operate under a separate Trade Name, Corporate Name, or other Business Name during the period of July 1, 2023 through June 30, 2024?

YES NO

If YES, Please attach Trade Name Report.

Submission Information

Budget Due by 9-30-2024

Submit budget to:

1. Auditor of Public Accounts -Electronically on Website or Mail
2. County Board (SEC. 13-508), C/O County Clerk

Warren Memorial Hospital Tax District in Saline County

Line No.	TOTAL ALL FUNDS	Actual 2022 - 2023 (Column 1)	Actual/Estimated 2023 - 2024 (Column 2)	Adopted Budget 2024 - 2025 (Column 3)
1	Beginning Balances, Receipts, & Transfers:			
2	Beginning Net Cash Balance	\$ 79,966.30	\$ 50,176.53	\$ 55,692.03
3	Investments	\$ -	\$ -	\$ -
4	County Treasurer's Balance	\$ -	\$ -	\$ -
5	Subtotal of Beginning Balances (Lines 2 thru 4)	\$ 79,966.30	\$ 50,176.53	\$ 55,692.03
6	Personal and Real Property Taxes (Columns 1 and 2 - See Preparation Guidelines)	\$ 204,126.73	\$ 204,928.00	\$ 220,254.96
7	Federal Receipts	\$ -	\$ -	\$ -
8	State Receipts: Motor Vehicle Pro-Rate (To Lid Supporting Schedule, page 4)	\$ 550.00	\$ 550.00	\$ 550.00
9	State Receipts: State Aid	\$ -	\$ -	\$ -
10	State Receipts: Other	\$ -	\$ -	\$ -
11	State Receipts: Property Tax Credit	\$ -	\$ -	\$ -
12	Local Receipts: Nameplate Capacity Tax	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
13	Local Receipts: In Lieu of Tax (To Lid Supporting Schedule, page 4)	\$ -	\$ -	\$ -
14	Local Receipts: Other	\$ -	\$ -	\$ -
15	Transfers In Of Surplus Fees (To Lid Supporting Schedule, page 4)	\$ -	\$ -	\$ -
16	Transfer In Other Than Surplus Fees (Should agree to Transfers Out on Line 28)	\$ -	\$ -	\$ -
17	Total Resources Available (Lines 5 thru 16)	\$ 286,643.03	\$ 257,654.53	\$ 278,496.99
18	Disbursements & Transfers:			
19	Operating Expenses	\$ 138,379.00	\$ 100,000.00	\$ 140,000.00
20	Capital Improvements (Real Property/Improvements)	\$ 30,000.00	\$ 35,000.00	\$ 35,000.00
21	Other Capital Outlay (Equipment, Vehicles, Etc.)	\$ -	\$ -	\$ -
22	Debt Service: Bond Principal & Interest Payments	\$ 68,087.50	\$ 66,962.50	\$ 65,717.50
23	Debt Service: Payments to Retire Interest-Free Loans (Public Airports)	\$ -	\$ -	\$ -
24	Debt Service: Payments to Bank Loans & Other Instruments (Fire Districts)	\$ -	\$ -	\$ -
25	Debt Service: Other	\$ -	\$ -	\$ -
26	Judgments	\$ -	\$ -	\$ -
27	Transfers Out of Surplus Fees	\$ -	\$ -	\$ -
28	Transfers Out Other Than Surplus Fees (Should agree to Transfers In on Line 16)	\$ -	\$ -	\$ -
29	Total Disbursements & Transfers (Lines 19 thru 28)	\$ 236,466.50	\$ 201,962.50	\$ 240,717.50
30	Balance Forward/Cash Reserve (Line 17 - Line 29)	\$ 50,176.53	\$ 55,692.03	\$ 37,779.49
31	Cash Reserve Percentage			18%
PROPERTY TAX RECAP		Tax from Line 6		\$ 220,254.96
		County Treasurer's Commission at 2% of Line 6		\$ 4,405.10
		Total Property Tax Requirement		\$ 224,660.06

Warren Memorial Hospital Tax District in Saline County

To Assist the County For Levy Setting Purposes

The Cover Page identifies the Property Tax Request between Principal & Interest on Bonds and All Other Purposes. If your political subdivision needs more of a breakdown for levy setting purposes, complete the section below.

Property Tax Request by Fund:

	Property Tax Request
General Fund	\$ 158,942.56
Sinking Fund	
Bond Fund	\$ 65,717.50
_____ Fund	
Total Tax Request	** \$ 224,660.06

** This Amount should agree to the Total Personal and Real Property Tax Required on the Cover Page (Page 1).

Documentation of Transfers:

(Only complete if there are transfers noted on Page 2, Column 2)

Please explain what fund the monies were transferred from, what fund they were transferred to, and the reason for the transfer.

Transfer From:	Transfer To:
Amount:	

Reason:

Transfer From:	Transfer To:
Amount:	

Reason:

Township Property Taxes

If this is a Township Subdivision budget form, the amount of property taxes shown above and on the front cover may not represent the amount the Township will receive. Statute 39-1522 outlines that one-half of all money collected from the township levy on property within the corporate limits of a city or village shall be paid to the treasurer of the city or village to be used for the maintenance and repairs of the streets.

Township should take this into consideration when determining property tax amount to be budgeted.

Township Total Valuation	641,885,889
City/Village Valuation included in Township Valuation	
General Fund Tax Rate	0.024762
Township Taxes within City/Village	-
50% of Township Taxes within City/Village	-
Projected Township Taxes to be collected	158,942.56

Note: Township would need to verify with County Assessor the amount of City / Village valuation included within the Township Total Valuation. This calculation is only shown here as information for the Township to help determine the amount of property taxes needed to operate. **IT SHOULD NOT BE USED BY THE COUNTY FOR LEVY SETTING PURPOSES.**

Cash Reserve Fund

Statute 13-503 says cash reserve means funds required for the period before revenue would become available for expenditure but shall not include funds held in any special reserve fund. If the cash reserve on Page 2 exceeds 50%, you can list below amounts being held in a special reserve fund.

Special Reserve Fund Name	Amount
Total Special Reserve Funds	-
Total Cash Reserve	\$ 37,779.49
Remaining Cash Reserve	\$ 37,779.49
Remaining Cash Reserve %	18%

CORRESPONDENCE INFORMATION

ENTITY OFFICIAL ADDRESS

If no official address, please provide address where correspondence should be sent

NAME	Warren Memorial Hospital
ADDRESS	905 2nd Street
CITY & ZIP CODE	Friend, NE 68359
TELEPHONE	402-947-2541
WEBSITE	friendmed.org

	<u>BOARD CHAIRPERSON</u>	<u>CLERK/TREASURER/SUPERINTENDENT/OTHER</u>	<u>PREPARER</u>
NAME	Nicholas J. Svehla		Jared Chaffin
TITLE /FIRM NAME	Chairperson		Chief Executive & Financial Officer
TELEPHONE	402-416-5526		402-947-2541
EMAIL ADDRESS	nicksvehla@gmail.com		jchaffin@friendmed.org

For Questions on this form, who should we contact (please one): Contact will be via email if supplied.

- Board Chairperson
- Clerk / Treasurer / Superintendent / Other
- Preparer

NOTE: If Budget Document is used as an Audit Waiver, approval of the Audit Waiver will be sent to the Board Chairperson via email. If no email address is supplied for the Board Chairperson, notification will be mailed via post office to address listed above.

Warren Memorial Hospital Tax District in Saline County

2024-2025 LID SUPPORTING SCHEDULE

Calculation of Restricted Funds

Total Personal and Real Property Tax Requirements	(1)	\$	224,660.06
Motor Vehicle Pro-Rate	(2)	\$	550.00
In-Lieu of Tax Payments	(3)	\$	-
Transfers of Surplus Fees	(4)	\$	-
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.			
Prior Year Capital Improvements Excluded from Restricted Funds (From 2023-2024 Lid Exceptions, Line (10))		\$	35,000.00 (5)
LESS: Amount Spent During 2023-2024		\$	35,000.00 (6)
LESS: Amount Expected to be Spent in Future Budget Years		\$	- (7)
Amount to be included as Restricted Funds (<u>Cannot</u> be a Negative Number)	(8)	\$	-
Nameplate Capacity Tax	(8a)	\$	-

TOTAL RESTRICTED FUNDS (A)	(9)	\$	225,210.06
-----------------------------------	-----	----	-------------------

Lid Exceptions

Capital Improvements Budgeted (Purchase of Real Property and Improvements on Real Property)		\$	41,000.00 (10)
LESS: Amount of prior year capital improvements that were excluded from previous lid calculations but were not spent and now budgeted this fiscal year (<i>cannot exclude same capital improvements from more than one lid calculation.</i>)		\$	- (11)
Agrees to Line (7).		\$	- (11)
Allowable Capital Improvements	(12)	\$	41,000.00
Bonded Indebtedness	(13)	\$	65,717.50
Public Facilities Construction Projects (Statute 72-2301 to 72-2308) (Fire Districts & Hospital Districts Only)	(14)		
Interlocal Agreements/Joint Public Agency Agreements	(15)	\$	-
Public Safety Communication Project - Statute 86-416 (Fire Districts Only)	(16)		
Benefits Paid Under the Firefighter Cancer Benefits Act (Fire Districts & Airport Authorities Only)	(16a)		
Payments to Retire Interest-Free Loans from the Department of Aeronautics (Public Airports Only)	(17)		
Judgments	(18)		
Refund of Property Taxes to Taxpayers	(19)		
Repairs to Infrastructure Damaged by a Natural Disaster	(20)		

TOTAL LID EXCEPTIONS (B)	(21)	\$	106,717.50
---------------------------------	------	----	-------------------

TOTAL RESTRICTED FUNDS For Lid Computation (To Line 9 of the Lid Computation Form)		\$	118,492.56
<i>To Calculate: Total Restricted Funds (A)-Line 9 MINUS Total Lid Exceptions (B)-Line 21</i>			

Total Restricted Funds for Lid Computation **cannot** be less than zero. See Instruction Manual on completing the Lid Supporting Schedule.

Warren Memorial Hospital Tax District
in
Saline County

LID COMPUTATION FORM FOR FISCAL YEAR 2024-2025

PRIOR YEAR RESTRICTED FUNDS AUTHORITY OPTION 1 OR OPTION 2

OPTION 1

Prior Year Restricted Funds Authority = Line (8) from last year's Lid Computation Form 115,306.66
Option 1 - (1)

OPTION 2

Only use if a vote was taken at a townhall meeting last year to exceed Lid for one year

Line (1) of Prior Year Lid Computation Form Option 2 - (A)

Allowable Percent Increase **Less** Vote Taken (Prior Year Lid Computation Form Line (6) - Line (5)) %
Option 2 - (B)

Dollar Amount of Allowable Increase Excluding the vote taken (Line (A) times Line (B)) -
Option 2 - (C)

Calculated Prior Year Restricted Funds Authority (Line (A) Plus Line (C)) = -
Option 2 - (1)

CURRENT YEAR ALLOWABLE INCREASES

1 BASE LIMITATION PERCENT INCREASE (2.5%) 2.50 %

(2)

2 ALLOWABLE GROWTH PER THE ASSESSOR MINUS 2.5% - %

$$\frac{4,701,663.00}{2024 \text{ Growth per Assessor}} \div \frac{604,181,270.00}{2023 \text{ Valuation}} = \frac{0.78}{\text{Multiply times 100 To get \%}}$$

(3)

3 ADDITIONAL ONE PERCENT BOARD APPROVED INCREASE 1.00 %

$$\frac{4}{\# \text{ of Board Members voting "Yes" for Increase}} \div \frac{4}{\text{Total \# of Members in Governing Body at Meeting}} = \frac{100.00}{\text{Must be at least .75 (75\%) of the Governing Body}}$$

(4)

ATTACH A COPY OF THE BOARD MINUTES APPROVING THE INCREASE.

4 SPECIAL ELECTION/TOWNHALL MEETING - VOTER APPROVED % INCREASE %

(5)

Please Attach Ballot Sample and Election Results OR Record of Action From Townhall Meeting

TOTAL ALLOWABLE PERCENT INCREASE = Line (2) + Line (3) + Line (4) + Line (5) 3.50 %
(6)

Allowable Dollar Amount of Increase to Restricted Funds = Line (1) x Line (6) 4,035.73
(7)

Total Restricted Funds Authority = Line (1) + Line (7) 119,342.39
(8)

Less: Restricted Funds from Lid Supporting Schedule 118,492.56
(9)

Total Unused Restricted Funds Authority = Line (8) - Line (9) 849.83
(10)

LINE (10) MUST BE GREATER THAN OR EQUAL TO ZERO OR YOU ARE IN VIOLATION OF THE LID LAW.

Warren Memorial Hospital Tax District
in
Saline County

The amount of Unused Restricted Funds Authority on Line (10) must be published in the Notice of Budget Hearing.

Warren Memorial Hospital Tax District in Saline County

2024-2025 CAPITAL IMPROVEMENT LID EXEMPTIONS

Description of Capital Improvement	Amount Budgeted	
Hospital Upgrades and Repair	\$	41,000.00

CERTIFICATION OF TAXABLE VALUE AND VALUE ATTRIBUTABLE TO GROWTH

{format for all political subdivisions other than (a) sanitary improvement districts in existence five years or less,
(b) counties, (c) cities, (d) school districts, and (e) community colleges.}

TAX YEAR 2024


{certification required on or before August 20th of each year}

To: Hospital Warren Memorial

TAXABLE VALUE LOCATED IN THE COUNTY OF SEWARD COUNTY

Name of Political Subdivision	Subdivision Type	Value attributable to Growth	Total Taxable Value
Hospital General Fund	Other	\$2,289,099	\$149,002,638
Hospital Bond Fund	Other	\$2,289,099	\$149,002,638

I Marilyn Hladky, Seward County County Assessor, hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. § 13-509 and § 13-518.


(signature of county assessor)



08/15/2024
(date)

CC: County Clerk, Seward County County

CC: County Clerk where district is headquartered, if different county, Seward County County

Note to Political Subdivision: A copy of the Certification of Value must be attached to the budget document.

Guideline form provided by Nebraska Dept. of Revenue Property Assessment Division (July 2023)

CERTIFICATION OF TAXABLE VALUE AND VALUE ATTRIBUTABLE TO GROWTH

{format for all political subdivisions other than (a) sanitary improvement districts in existence five years or less, (b) counties, (c) cities, (d) school districts, and (e) community colleges.}

TAX YEAR 2024

{certification required on or before August 20th, of each year}

HOSPITAL BOND

TO:

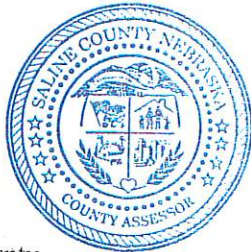
TAXABLE VALUE LOCATED IN THE COUNTY OF: SALINE

Name of Political Subdivision	Subdivision Type (e.g. fire, NRD, ESU)	Value Attributable to Growth	Total Taxable Value
HOSPITAL BOND	Misc-District	2,412,564	492,883,251

**Value attributable to growth is determined pursuant to Neb. Rev. Stat. § 13-518 which includes real and personal property and annexation, if applicable.*

I BRANDI KELLY, SALINE County Assessor hereby certify that the valuation listed herein is, to the best of my knowledge and belief, the true and accurate taxable valuation for the current year, pursuant to Neb. Rev. Stat. §§ 13-509 and 13-518.

Brandi Kelly
(signature of county assessor)



August 14, 2024
(date)

CC: County Clerk, SALINE County
CC: County Clerk where district is headquarter, if different county, _____ County

Note to political subdivision: A copy of the Certification of Value must be attached to the budget document.

FRIEND SENTINEL
PO BOX 449
SEWARD, NE 68434

AFFIDAVIT OF PUBLICATION

STATE OF NEBRASKA
Saline County,

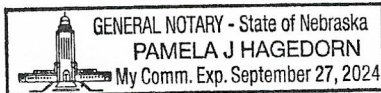
Kevin L. Zadina being by me first duly sworn, deposes and says that he is the publisher of the FRIEND SENTINEL, a legal weekly newspaper printed and published at Friend in Saline County, NE, and of general circulation in said County and State; that said newspaper has a bona fide circulation of more than 300 copies weekly, in said County; and, has been published in said County for more than 52 successive weeks prior to the first publication of the attached notice, that the attached notice was published in said newspaper for 1 consecutive week(s) being the issues of:

SEPTEMBER 11, 2024



Kevin L. Zadina, Publisher

Subscribed in my presence and sworn to before me this 11th day of SEPTEMBER 2024.



Pamela J. Hagedorn, Notary Public

Printer's Fees for Publishing This Notice/Advertisement.....	\$	63.20
Preparation of Affidavit and Billing.....	\$	
Copy	\$	
TOTAL.....	\$	63.20

**NOTICE OF BUDGET HEARING
AND BUDGET SUMMARY**

Warren Memorial Hospital Tax District
IN
Saline County, Nebraska

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 18 day of September 2024, at 12:00 o'clock P.M. in the hospital boardroom and will also host the meeting remotely (see login information below) for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget. The budget detail is available at the office of the Clerk during regular business hours.

Microsoft Teams Meeting
Meeting ID: 268 055 162 268
Passcode: TsQ3AE

2022-2023 Actual Disbursements & Transfers	\$ 236,466.50
2023-2024 Actual/Estimated Disbursements & Transfers	\$ 201,962.50
2024-2025 Proposed Budget of Disbursements & Transfers	\$ 240,717.50
2024-2025 Necessary Cash Reserve	\$ 37,779.49
2024-2025 Total Resources Available	\$ 278,496.99
Total 2024-2025 Personal & Real Property Tax Requirement	\$ 224,660.06
Unused Budget Authority Created For Next Year	\$ 849.83

Breakdown of Property Tax:

Personal and Real Property Tax Required for Non-Bond Purposes	\$ 158,942.56
Personal and Real Property Tax Required for Bonds	\$ 65,717.50

FS - September 11, 2024

ZNEZ



DISTRICT BOARD OF DIRECTORS

Wednesday, September 18th, 2024 @ 12:00PM
Virtual or CONFERENCE ROOM

Budget Hearing was called to order at 12:00pm by Nick Svehla, Chair

Rules for Open Meetings Act posted in Conference Room.

Roll Call:

Present: Nick Svehla – Chair;; Chere Tuttle – Member; Bob Milton – Member; Jennifer Stutzman – Vice Chair

Absent: None

Motion by Stutzman to open the public budget hearing @ 12:00pm; Seconded by Tuttle.

Voting: Stutzman – Yes; Milton – Yes; Svehla – Yes; Tuttle – Yes - **Motion Carried.**

Motion by Stutzman to exit the public budget hearing @ 1:00pm; Seconded by Tuttle.

Voting: Stutzman – Yes; Milton – Yes; Svehla – Yes; Tuttle – Yes - **Motion Carried.**

Motion by Tuttle to approve the District Budget as given; Seconded by Milton.

Voting: Stutzman – Yes; Milton – Yes; Svehla – Yes; Tuttle – Yes - **Motion Carried.**

Motion by Milton to accept the 1% additional allowable growth to the budget; Seconded by Tuttle.

Voting: Stutzman – Yes; Milton – Yes; Svehla – Yes; Tuttle – Yes - **Motion Carried.**

OLD BUSINESS:

NEW BUSINESS:

OPEN DISCUSSION:

ADJOURN:

- Motion to Adjourn Meeting at 1:01 am by Stutzman, Seconded by Milton
- Voting: Milton – Yes; Stutzman – Yes; Svehla – Yes; Tuttle – Yes - **Motion Carried.**

*Next monthly meeting **Tuesday, September 24th, 2023** at 5:45 pm*

Meeting Minutes to be approved at next meeting.