

**Beartooth Electric Cooperative, Inc.
Minutes of the Board of Trustees' Meeting, May 29, 2018
Held at the offices of Beartooth Electric Cooperative**

Beartooth Electric Cooperative will be referred to as BEC herein. The Glossary of Terms and Acronyms website link is <http://www.BeartoothElectric.com/content/glossary>.

- 1. Call to Order:** Board President, Julie Lindgren, called the meeting to order at 12:10 p.m.

- 2. Pledge of Allegiance**

Present: Presiding: Julie Lindgren, David Peterson, Dan Dutton, Bill Pascoe and Roxie Melton

Kevin P. Owens, General Manager
Eric Elton, Line Superintendent
Brad Prophet, Accountant

Via telephone:

Arleen Boyd, Board Secretary/Treasurer
Larry Martin, Legal Counsel

Visitors:

Janet Luloff, Policy Committee Member
Susan Bueg, Member

Absent:

Dick Nolan, Trustee District 4

- 3. Visitor Comments**

- 4. Approve Agenda**

Requested change:

MOTION

A motion was made by David Peterson and seconded by Bill Pascoe, to approve the agenda as presented. Motion carried. Voting was unanimous.

- 5. Approve Minutes**

- April 27, 2018, Regular Board Meeting

MOTION

A motion was made by Dan Dutton and seconded by Roxie Melton, to approve the minutes as presented. Motion carried. Voting was unanimous.

6. Committee/Trustee/Attorney Reports

- **Finance Committee (Julie Lindgren)**

The 2017 Audit was accepted at last meeting as well as the TWACS Meter Project Loan approval. No report at this time.

- **Risk Management Committee**

The committee did not meet in May. The April reports are submitted.

Meeting April 25, 2018, Red Lodge BEC Headquarters.

Present: Bill Pascoe, Frank Willett, Walter Clapp, David Peterson, Kevin Owens--Attending: Dick Nolan, Janet Luloff, Larry Martin (phone)

Meeting convened 11:00--the scheduled presentation on cyber security added over an hour to the meeting, which ran until 3:00 p.m.

Cyber Security. Thad McGrail, Systems Technology Consultants (STC), Account Manager attended the risk management meeting to discuss the company's Internet Technology (IT) managed services work at BEC. Thad described the \$30,000 investment in hardware and software is completed to increase the security of the Cooperative's IT infrastructure and operational efficiency. STC is wrapping up major efforts to upgrade hardware and software and implement and test IT security measures at BEC. STC will move on to providing ongoing maintenance and support which will reduce costs, thereby freeing up resources for other efforts that may include vulnerability testing of our internet connection at BEC.

McGrail walked through the tools they employ to support the Center for Internal Security (CIS) Controls for the 20 best practices for IT network infrastructure services. He reported that STC is the only CIS certified managed services provider in Montana. He left a copy of a report on their company and its approach to providing a cloud and managed services environment for clients. It is available at the co-op. www.mspalliance.com

STC, a subsidiary of Morrison-Maierle, Inc. located in Billings, is a managed Information Technology (IT) service provider that offers infrastructure and applications hosting, as well as security and hardware and software monitoring. National Information Solutions Cooperative (NISC) is also an information technology company that develops and supports software and hardware solutions for member-owners who are primarily utility cooperatives and telecommunications companies across the nation. The Cooperative contracts with NISC to provide cyber protection (firewall) at our interconnection to the internet. NISC provides BEC with its Customer Information System (CIS) that includes billing, accounting, account information, etc.

Responding to a question regarding the differences between NISC and STC and why BEC employs both Kevin responded that the two companies address different BEC needs. He finds it useful to have a local provider (Morrison-Maierle, Inc.) for onsite desktop support. NISC manages the CIS system and contracts to maintain the firewall to prevent cyber intrusion of the CIS system for which they are responsible.

Policies. With the policy committee about to receive drafts of policies 416 through 419, the committee discussed the strategy behind the generation-related policies. Bill Pascoe and Kevin Owens outlined how the policies support members who want net metering of solar or other self-generation (416 and 417) and how to meet legal requirements to transmit power generated by an entity in the BEC territory (418). Policy 419 would support members who may seek to employ solar or other self-generation collectively by establishing a micro-grid to connect with BEC through a primary meter to receive power as needed and transmit excess net-metered power into the BEC distribution system. The micro-grid draft is a proposed replacement for the earlier Policy 419 (Community Interconnection Agreement) that was suspended in August 2017. Those present found Kevin's schematic illustration of a micro-grid installation, an emerging concept and practice among co-ops, very helpful and suggest distribution to the board and attachment to the policy if/when it is adopted. RE Magazine February 27, 2018, carries an interesting article, The Transforming Grid, that looks at installations among U.S. co-ops. <http://remagazine.coop/electric-co-op-transforming-microgrid/>

Larry Martin and Kevin noted that there are Wyoming Public Service Commission requirements like scheduled true-up timing for net-metered members required for Wyoming members that may not be optimal or required for Montana members. Larry noted that the issue of whether to have different policy provisions for BEC Wyoming and Montana members related to net metering and other generation issues is a strategic question for the committees to consider and the board to decide given that legal requirements in the states may differ.

Solar Generation Project. Kevin Owens reviewed his draft outline of issues surrounding implementation of a member-financed project to generate solar power. The scale of the project would be determined by the number of BEC members interested in participation that would include a financial investment with a return through energy credits based on the investment's percentage of the electricity output contributed to BEC energy supply. A contract with participating members would detail a projected timeframe for the project implementation and duration and provisions for responsibilities for BEC and investors. While the scale of a project is undetermined, current estimates project a viable project that would contribute well under one half of one percent of BEC energy supply.

The committee discussed potential implementations as Kevin Owens reviewed his outline of potential project alternatives. The questions the committee had agreed to prepare for the meeting and Kevin's outline are attached. Kevin compared pro formas for a 25KW project built on BEC land to a 50KW project built on purchased land costing \$45,300. The estimated cost per panel for the smaller project on BEC property is \$632. The cost per panel escalates to \$900 for the larger project on purchased land.

Kevin stated support for preparing a full analysis and design for the 25KW version that would meet interest expressed in the recently completed member survey at an affordable level on the BEC headquarters site. There was support for a fully defined, affordable, manageable project that can be presented to members with clear cost, maintenance and return numbers along with contract requirements. Bill Pascoe asked for further definition of the opportunity to offer a larger project on BEC land (or possible donated land) with more panels if member interest warranted the size increase. There was a consensus that outreach to members requires comprehensive information about the proposed project details.

The committee is positive about the project as described by the manager with alternatives still to be defined. Is it important to have a location large enough to support expansion with additional panels if interest in investment increases or would a second project be an equally beneficial and cost-effective way to offer more panels? There was a consensus that having a project located at the BEC headquarters site would generate interest and good will.

Walter Clapp raised the issue of planning for micro-grid activity at BEC and asked about the potential connection between potential micro-grid installations and solar project implementations. What is the best contract provision for how power from the project might be used in the event of the grid being down? Could a solar project provide power for an adjacent micro-grid to charge batteries if the grid went down? Might micro-grid projects (we do not know when/if we will have some) want to donate land for a BEC solar project and invest in it in a way that power would be available to their investors in the event of grid failure?

Housekeeping Suggestions. The committee briefly addressed the housekeeping agenda items. Bill Pascoe will be nominated by the chair to serve as vice chair of the risk management committee. We will look for webinar and other educational opportunities to have at meetings as appropriate for our evaluations, understanding that presentations add time and we will need plan ahead and manage time carefully. Kim Mikkelsen has identified and vetted a possible replacement for her as committee and co-op financial consultant. The committee wants to know more and suggests having her meet with the committee, board and management. The risk

management part of the BEC blog will grow over the next two months - we will suggest and review content at the next meeting, which is still unscheduled due to several conflicts. There are a few members who may be seriously interested in serving on the committee - we plan to more actively talk with potential risk management participants.

Arleen Boyd, Risk Management Committee Chair
Update May 2018

Solar Project. The April report, above, noted issues that have since been addressed or are being addressed in the manager's updated proposal that will be reviewed at the board meeting. Primary issues were location and scale and their impact on potential costs, particularly if a site needed to be purchased. A concern was to ensure flexibility to expand if members wanted to invest in more panels. We have feedback from two interested member groups who have received committee reports and have been invited to meetings. We will meet with them (Stillwater Protective Association and Carbon County Resource Association) to get their input on meeting the needs of potential member/investors.

Terry Wallace, financial consultant replacement for retiring Kim Mikkelsen is in progress. Recommendation to the board: If we are going to do this it would be good to meet her and learn how she works and what she would be doing for BEC. She would transfer BEC's current model information into the CFC Compass model. At that point, she would come and present. It is customary for the company to pay for travel expense for her to both present and talk with the board.

I would like to recommend Bill Pascoe to serve as Vice Chair of the Risk Management Committee. The Policy states that the chair can appoint chairs or officers of those committees with an announcement to the board. Welcome aboard Bill as the Vice Chair of the Risk Management Committee.

Committee Detail-Blog. Julie, Kevin and Arleen met to discuss board communications and the blog opportunity after the May communications meeting. While a large majority of BEC members read *Rural Montana*, few visit the website. A simple tab for board and committee information on the website likely will be easier to locate (fewer steps) than a post on a multi-subject blog. Informal reports from members suggest that blogging is not common practice among BEC members. The blog approach could be confusing since all co-op information would be placed there in order of posting, not sectioned by topic and we believe many people expect an interactive environment on a blog, which is not the BEC plan.

Treasurer Report 5-18

I reviewed financial reports and talked with Brad Prophet and Kevin Owens on May 8 to start the process discussed at the audit meeting to help meet the board's responsibilities for oversight and good business practices and BEC Bylaw requirements for the secretary/treasurer to "...provide safekeeping of corporate books ..." and be responsible for "... receipts and issuance of receipts..." I spent a few hours reviewing the past three months of records. For the first session, the primary benefit was getting familiar with recurring journal entries, wire transfers and payments and simply how Brad organizes the material. The next step will be getting familiar with specific BEC practices and continuing the monthly review. It certainly clarified many issues the treasurer should be familiar with, especially recurring payments.

- Bank reconciliations
- Bank statements
- Monthly adjusting journal entries
- Wire transfers/ACH payments for the month
- Accounts Receivable Aging (mostly 60-90 days balances)
- Accounts Payable aging report

I plan for a monthly visit to look at the records. The auditor suggested a review on a regular basis.

Treasurer duty discussion. The job is to review not do. Larry noted that he has held a Treasurer position in many organizations. How he operated was with a checklist to review and confirm. This should be developed and implemented going forward for each subsequent Treasurer. There is no need for a Policy, but follow the Bylaw and created checklist.

- **Bylaw Committee (Arleen Boyd)**

The idea here is that if we do change we have an annual meeting in the fall of 2018 and the spring of 2019. Right now our bylaws state the month of September.

MOTION

A motion was made by Bill Pascoe and seconded by Roxie Melton to ask the Bylaw Committee to draft a Bylaw Amendment to move the annual meeting to the 2nd Quarter of the calendar year beginning in 2019. Motion carried. Voting was unanimous.

On a date chosen by the board, will be written into the amendment language.

- **Policy Committee (Roxie Melton)**

No meeting this month. We are scheduled to meet June 5, 1:00 p.m. We will review Larry's comments on our 500 series policies. We will also review the 600 series policies.

Roxie will present the 500 series policies to Larry this week.

- **Communication Committee (Richard Nolan)**
Dick's absence, Kaaren will review in the Consent Agenda.

CONSENT AGENDA (Items 7-9, shown in blue)

7. Membership Connections and Cancellations, Capital Credit to Estates, Registers, Reports and Summary of Disbursements

8. 2017 Form 990

Arleen stated Form 990 is a very rich and comprehensive document. We need to tell our members very clearly this is on our website and it is in this board book.

Page 28. Line 19.

Brad explained that to best explain profit/margin his recommendation is to use the IRS Form 7 document. In the IRS form, revenue less expense shows the reduction of the patronage capital—a much more clear and comprehensive representation of the numbers.

2018 - April Financial Statements

Page 60

For the month April we were down cost per MW. Bill and Kevin determined that for the first six months, billing from Morgan Stanley did not match the contract terms. Imbalance is the responsibility of Morgan Stanley. This is the source of the refund.

Page 51

Lower right line 56—other deferred credit (NorthWestern Energy refund). Where does the NorthWestern Energy timeline for appeal stand? We have until mid-June to hear of their appeal or not.

Page 52

Bill Pascoe commented that this looks like it is a standard RUS form. Regarding heating degree days on the bottom, can we compare the year-to-date to last year? Yes, Brad will change the report.

Page 55

Reporting the DSC now at 1.49. It was discussed to report the modified DSC with regards to the Cushion of Credit. Brad will investigate and will if can.

Past due accounts.

The report shows that accounts receivable is significantly down this year over last. This is the first month instituting a hardline on the disconnect timeline of 30 days past due. This is a retraining process for members that we are now out of the

winter months where disconnections cannot occur.

Page 58

Check register

Line item US Bank - Monthly Credit Card Statement

9. Staff Reports

General Manager Report - Kevin Owens

- Negotiations with IBEW Local 44 represented employees concluded on April 30. Attorney's will have the final agreement in place by the end of May and signed by the parties. A lot of new ideas were brought forward in this negotiation that will benefit both the utility and its represented employees.
- Attended the 2018 Montana Energy Summit in Billings on May 31. They have compiled an incredible group of keynote speakers and panelists. More on this next month.
- Attended NWPPA's Annual Meeting in Boise. Once again they convened a great group of speakers and panelists to address emerging energy policy, new technologies, what industry-leading utilities are doing and what California is doing that you don't want any part of.
- Attended a meeting with other utility managers on May 30 at YVEC with Ryan Hall. This meeting had been rescheduled a number of times to get debriefed from Ryan on the Cooperative focus groups held by NRECA this past spring in Billings. Results and observations will be shared next month.
- TWACS substation equipment has begun to arrive and crews will start construction in the five substations slated for this year.
- Hunter Boos was offered a position with BEC as a Groundman/Apprentice and will begin with the Cooperative June 10 pending completion of a physical and drug test. Hunter is a recent graduate of Red Lodge High School. We are excited to have such a great individual join the BEC family.
- Our GIS summer help will also begin this month. Individuals are still being recruited, interviewed and confirmed.
- The new IT network will be completed this month.
- The installation of the new HVAC system is currently underway and will be completed in the next few weeks.

- Staff rolled up their sleeves this month and volunteered their time to give the office a much-needed fresh coat of paint. Final touches of new outlets and covers and new wall base will be completed in the next couple weeks.
- New office cubicle furniture for Kaaren, Marty, Linda, Connie and myself was installed this month. Still missing a few pieces but the new design seems to be working well.

Communications & Member Services Report - Kaaren Robbins

1. Communication Committee Meeting | May 18, 2017

- **BEC's 80th Annual Member Meeting**
 - Timeline
 - Trustee Nomination Petition
 - Gifts
- **BEC Blog discussion**
 - Beartooth Electric website homepage, first tab June Rural Montana content
- **BEC Connections email - pre-board meeting May 26 release**
 - Board meeting agenda, board book link, invitation
 - AMI TWACS Meter Update
 - Annual Meeting (Trustee Nomination Petitions)
 - Shared Solar (Intro and Meeting dates)
 - BEC Blog
- **July Rural Montana: Content Deadline July 5**
 - Kevin-AMI TWACS update; Community Solar
 - Kaaren-Rates feature, Community Solar Sign-up, Annual Meeting
 - Committee-Arleen Boyd
- **BEC 80th Annual Member Meeting**
 - Education Stations
 - o Digital Meters
 - o Electric Circuits
 - o Energy Efficiency
 - o History
 - o Safety
 - o Solar

2. Work in Progress

- **July Rural Montana - DEADLINE June 4**
 - Kevin Owens: Mailing, Project Stats, Solar Workshops Content
 - Committee: Arleen's article.
 - Kaaren Robbins: Feature: Rates, Energy Efficiency

- **July Billing Insert**
- **July Billing Notice**
- **Shares du Soleil Workshops**
 - Tuesday, June 12, Red Lodge Pizza Co, 6:00 p.m.
 - Tuesday, June 26, The Cobblestone School, 6:00 p.m.
- **Community Solar brochure development**
 - Content and design in progress.
- **Member News email**
 - Post Board meeting email scheduled for June 9/10, 2018
 - Pre-Board meeting email scheduled for June 23/24, 2018
- **BEC 80th Annual Member Meeting**
 - Saturday, September 29, 2018
ANIPRO Event Center
 - Gift -Solar item
 - Trustee Candidate Orientation Meeting | June 12 | BEC Office | 6:30 p.m.
 - Education Station Info
- **Facebook**
 - Content follows board meeting information, press releases, and RM
- **Operation Round Up**
 - Operation Round Up received for April \$105.27 billing 05/07/2018. 188 Accounts and 172 Customers for a balance of \$866.01.

Sue Bueg suggested that BEC offer other donation opportunities to Operation Round Up including a larger monthly amount and a one-time large donation. These options are available and will be communicated along with the standard round up your bill to the nearest dollar program.
- **LISD/LIDD**
 - Total LISD/LID Disconnect Accounts for April billed 05/07/2018. WY: \$34.55 and MT: \$188.68 = Total \$223.33. Total number of accounts is 30.
- **News Releases**
 - Shares du Soleil | Beartooth Electric Solar Project
 - Summer Energy Efficiency

- **BEC Membership Application**
 - Update in progress-Questions are with Counsel, Larry Martin
- **BEC New Member Welcome (email & hard copy package)**
 - Work in progress-awaiting membership application
- **Website**
 - ~~BEC BLOG~~ Board Reports page
 - Continue content updating
 - New headers
 - Post new press releases
 - Post financials
 - Update calendar
 - Continue redesign template

3. Work Accomplished

This appears as last month's work in progress. Reported by line item.

Line Superintendent Report - Eric Elton

Eric presented the Line Superintendent report as follows:

CONSTRUCTION, OPERATIONS & MAINTENANCE

- Red lodge crews are working on installing conduit in the Belfry Substation for the new TWACS metering system. They are also installing URD cable in the Belfry and Roberts area.
- Columbus crew is working on the Pinecrest Tie line. They are also getting ready to install a 600 AMP service to the new wind farm north of Reed Point. (The wind farm is 80 MW.)
- We have been busy with the cable plow in-between rain storms. The spring moisture has been a challenge this year.
- Marty still sees a lot of new services coming in.
- We hired a new apprentice Lineman Hunter Boos. Hunter will start working on June 11 and start the apprenticeship in September. We had a lot of interest in the apprentice position and I believe Hunter will be a good fit for the line crew. (With all of the applicants it was a hard decision).

- We also hired Ryan Miller as temporary help to work on the ARC GIS. He is a junior at MSU Bozeman.
- We installed 14 new services in April.
- There was a total of 18 outages system-wide in April. (Please see attached breakdown sheet).
- We had 691 individual consumers out of power at some point in April having a duration of 1980 minutes. (Please see attached breakdown sheet).

EDUCATION, SAFETY & LOSS

- Next safety meeting is in-house yet to be scheduled.
- Jim Avent attended an ACLARA school in San Diego and he will be heading to Cleveland, Ohio next month.
- No lost time accidents to report in April.

MOTION

A motion was made by Roxie Melton, seconded by David Peterson, to approve the Consent Agenda as presented. Motion carried. Voting was unanimous.

10. New Business

- **2017 Patronage Allocation to Members**
Now that the 2017 books have been audited, the board may allocate the operating margin to be distributed in general retirement. Member retired capital credit checks are typically distributed in November. The board will examine options for distribution-FIFO, the current practice as well as other available scenarios. Capital Credit distribution methods is tentatively scheduled for a Finance/Risk Management committee review.
- **Resolution | Authorizing the Assignment of the 2017 Operating Margins**

MOTION

A motion was made by Bill Pascoe, seconded by Roxie Melton, to approve the Resolution Authorizing the Assignment of the 2017 Operating Margins as presented. Motion carried. Voting was unanimous

- **Shares du Soleil | Beartooth Electric Solar Project**
Kevin presented the latest solar canopy design, pro forma and Q&A document. The existing 155 feet of BEC parking area frontage land will accommodate 108-300 watt panels (32.4 KW system). There is flexibility with this design based upon member interest. The program offering is the output of one-panel purchase at \$750 with a limit of two per member with the possibility of additional panels based upon member interest and availability. Members will receive a monthly bill energy credit-credits will total approximately \$29 per year, with a simple payback of 25.9 years (the life of the program). Shares Du Soleil certificates may be willed, donated, or sold. The solar project will be insured by BEC and maintained by BEC. A Phase II project could be built on BEC property behind the office building, again based upon member interest.

11. Old Business

- **Annual Meeting Keynote Speaker**
Travis Kavulla is confirmed for this year's annual member meeting Keynote Speaker.
- **Board Trustee Candidate Orientation Meeting**
The Trustee Candidate Orientation meeting is scheduled for June 14, at the BEC Red Lodge office, 6:30 p.m. This meeting will be communicated in all BEC channels.
- **2018 Fishtail Day | June 23**
Beartooth board members, staff and HDR Corporation (along with their electric circuit display) will attend the Fishtail Day.

12. Upcoming Meetings

- BEC Policy Committee Meeting | BEC Office | June 5, 2018 | 1:00 p.m.
- Beartooth Electric Solar Project Workshop | Red Lodge Pizza Co | June 12, 2018 | 6:00 p.m.-8:00 p.m.
- BEC Communication Committee Meeting | BEC Office | TBD
- BEC Risk Management Committee Meeting | BEC Office | June 12, 2018 | 12:00 Noon
- BEC Regular Board Meeting | BEC Office | June 26, 2018 | 12:00 Noon
- Beartooth Electric Solar Project Workshop | The Cobblestone School, Absarokee, Montana | June 26, 2018 | 6:00 p.m.-8:00 p.m.

13. Executive Session

- **Local Union 44 IBEW Contract**

**Beartooth Electric Cooperative/ IBEW Local #44
Tentative Agreement
April 30, 2018**

Contract Changes

- Preamble- Adjust date to 2018.
- Article I, Section 1.00- Adjust date to December 31, 2020.
- Article V, Section 5.01- Delete "thirty (30)" and replace with "ten (10)".
- Article V, Section 5.04(a)- "When employees are requested to work in connection with the Cooperative's annual meeting or community events in which the Cooperative participates, they shall be provided compensatory time in lieu of pay. Compensatory time may be accumulated for a maximum of three months and must be used in increments of eight hours.
- Article VI, Section 6.0- Add day after Thanksgiving.
- Article VII- Vacations and Article VIII, Sick leave- Delete both Articles which eliminate vacation leave and sick leave and replace with personal time off (PTO). This would delete Sections 7.00 - 7.07 and Sections 8.00-8.08.
- PTO Cap at 400 hours- excess converted to cash on Sept 1, 2019 and paid to employee.
- Transfer Vacation to PTO on June 1, 2018
- Sick Leave accrual frozen June 1, 2018
- Transfer Sick Leave to PTO on June 1, 2019
 - o Must use PTO first for sick leave from June 1, 2018 to June 1, 2019
- Sick Leave transfer to PTO at 40% occurs on June 1, 2019
- Sick Leave Bank
 - o Frozen June 1, 2018- no new donations
 - o Converted to PTO, 20% returned to participants on September 1st over 5 years
- Article X, Section 10.03- Add at the end of Section "a qualification for the vacant job shall include driving time between an employee's residence and the work location of the vacant job."
- Article XI, Section 11.00- Add the following classification- Journeyman Lineman/Meterman.

Wages & Benefits

- Article IX, Section 9.03 Healthcare- The Cooperative will pay 100 % of the Lineco premium.

- Article IX, Section 14.00- New wage scale shall be as follows:

Classifications	
Foreman	107%
Sub-Foreman	105%
Journeyman/ Meterman	103%
Lineman	100%
Warehouseman/ Groundman	75%
Apprentice	
1st six months	60%
2nd six months	65%
3rd six months	70%
4th six months	75%
5th six months	80%
6th six months	85%
7th six months	90%
Groundman	55%

- Wages based on new scale with journeyman lineman increase
- 2% increase to Journeyman wages May 1, 2018
- 2% increase to Journeyman wages Jan 1, 2019
- Journeyman wage true-up July 1, 2019, effective contracts June 1, 2019
- 2% increase to Journeyman wages Jan 1, 2020
- Journeyman wage true-up July 1, 2020, effective contracts June 1, 2020
- Goal Bonus Eliminated
- Park, YVEC, Fergus, Big Horn Cooperatives used for 2019 & 2020 benchmark true-up calculations.
- True-up adjustment is average wage of four benchmark Cooperatives less deduction of 15% of Lineco premium.

14. Executive Action

No action required.

15. Adjourn

President, Julie Lindgren adjourned the meeting.

MOTION

A motion was made by David Peterson, seconded by Richard Nolan to adjourn the April 24, 2018, BEC Board of Trustees meeting at 3:05 p.m. Motion carried. Voting was unanimous.

ATTEST:

Arleen Boyd, Secretary

DRAFT