

2024 Board of Directors Meeting
Huntington Community First Aid Squad
August 22, 2024

2024 Board of Directors:

President Fiona Witkowski (FW)	Present	Director Robert Franz (RF)	Present
Vice President Seth Fischer (SF)	Present	Director Eric Kramer (EK)	Present
Secretary Brian Canty (BC)	Present	Director Lehti Laas (LL)	Phone
Treasurer James Mallilo (JM)	Absent	Director Betty Wood (BW)	Present
Chief William Connolly (WC)	Present		

Guests: Mary Winter, Roger Winter, Third Deputy Stevens (19:12)

Meeting called to order at: 19:06 hours.

Motion by Lehti Laas and seconded by Chief William Connolly to approve the minutes from the Board of Directors' meetings held on December 14th, 2023

..... **MOTION APPROVED** (FW,WC,RF,LL,EK)

..... No Vote – (BC, SF, BW)

Motion by Secretary Brian Canty and seconded by Vice President Seth Fischer to approve the minutes of the Special Board of Directors Meeting held on July 15th, 2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Secretary Brian Canty and seconded by Vice President Seth Fischer to approve the minutes of the Board of Directors Meeting held on July 18th, 2024.

..... **MOTION APPROVED UNANIMOUSLY**

Proposals-

Use of the General Meeting Room

HCFAS Investment Policy Statement

PayChex Flex

Salary for Newly Hired Paramedics

Paint and Sip Event

Social Media Marketing - Facebook and Instagram

St. Anthony's High School Football Field Banner Advertisement

Members' Attendance at NYS EMS Memorial Ceremony in Albany

2024 NYSVARA Pulse Check Annual Meeting Donation

Paid Paramedics Salary Increase

Ratify email motion send out on August 11, 2024

Use of the General Meeting Room- Saturday August 17, 2024 – Tiffany White

Motion by Secretary Brian Canty and seconded by President Fiona Witkowski to permit Tiffany White, (#1259) the use of the General Membership Meeting Room in accordance with the HCFAS General Meeting Room Use Application and Rules to conduct a repasse for her uncle on Saturday August 17, 2024 from 5PM to 10PM. Set-up will be on August 17, 2024 from 5pm and cleanup will be directly after the event. Food service will be by the member.

There will be no outside vendors, so the certificates of insurance will not be needed. The member is responsible for contacting the President or Chief in a timely manner for pre- and post-inspections of the room. The calendar has no events scheduled for this date and time.

No Funds **MOTION APPROVED** (FW,WC,RF,LL,EK)

..... Abstained – (SF)

Motion to approve HCFAS Investment Policy Statement for submission to prospective Financial Advisors

Motion by Betty Wood and seconded by Secretary Brian Canty to approve the HCFAS Investment Policy Statement revised 7-2024. IPS will be used to gather information and proposals from 3-4 Financial Advisory Companies to manage the HCFAS account. The BOD has complete discretion to change the policy at any point in the future, as necessary. The search for a Financial Advisor will begin as soon as IPS is approved by the BOD.

NO Funds.....MOTION APPROVED UNANIMOUSLY

Motion to purchase PayChex Flex

Motion by Secretary Brian Canty seconded by President Fiona Witkowski to purchase PayChex Flex, the time and attendance module from our current vendor PayChex. The cost is \$128 per month for 1-23 employees plus a \$600.00 set up fee which covers building the site, customizing, training and unlimited support. HCFAS will discontinue the use of When To Work which costs \$500 pa. Total cost NTE \$2200.

HCAD Funds.....MOTION APPROVED UNANIMOUSLY

Motion to raise the salary for newly hired paramedics.

Motion by Chief Bill Connolly and seconded by Secretary Brian Canty to raise the starting salary of newly hired paramedics to \$34.00 an hour. The purpose of this motion is to garner the interest of prospective applicants. More experienced paramedics will be paid at the following rates:

Up to 1 year Suffolk County 911 paramedic experience \$34/hr

1-3 years \$35/hr

3+ years \$37/hr

Extra \$1/hour for RSI

HCAD Funds.....MOTION APPROVED UNANIMOUSLY

Paint and Sip Event

Motion by Lehti Laas and seconded by Betty Wood to hold a Paint and Sip event in the GMM room on Friday October 4th, 2024. The room is available and a hold has been placed on the Squad website calendar. Time: 1800-2100

Description: Event would be a social night for members and guest to decompress by painting and drinking non-alcoholic cider to ring in the fall season. Painters are invited to bring their pumpkins to paint as well.

Funds NTE \$600

HCFAS Funds.....MOTION APPROVED UNANIMOUSLY

Social Media Marketing - Facebook and Instagram

Motion by Lehti Laas and seconded by Vice President Seth Fischer to advertise the corporation on social media platforms for the purpose of HCFAS volunteer recruitment. \$100 will be spent weekly between Facebook and Instagram until December 31, 2024. The Board approved flyer will be used in the advertisements. Total cost not to exceed \$1600.00.

HCAD Funds.....MOTION APPROVED UNANIMOUSLY

St. Anthony's High School Football Field Banner Advertisement

Motion by Lehti Laas and seconded by Chief William Connolly to market HCFAS for the purpose of HCFAS volunteer recruitment on the St. Anthony's High School football field by purchasing a 1 year, 4' X 6' vinyl advertisement banner. The banner will have only our corporate name and the lettering in yellow and gold (school colors) and will be placed on the School's fencing for spectators who attend sporting events to see. St. Anthony's is located on Wolf Hill Road in South Huntington, N.Y. Total cost not to exceed \$850.00.

..... MOTION APPROVED (FW,SF,BC,WC,LL,EK,BW)

..... NO – (RF)

Members' Attendance at NYS EMS Memorial Ceremony in Albany

Motion by Robert Franz and seconded by Lehti Laas to amend two approved March 21, 2024 Board of Director Motions titled Members Attendance at NYS EMS Memorial Ceremony in Albany Wednesday 5/22/24 and Hotel/ Meal Per Diem for Tuesday 5/21/24 by changing the dates to Thursday September 19, 2024 and Wednesday September 18, 2024, respectively. The date for this event was postponed by the NYS DOH from May to September due to the Memorial renovation delays.

HCAD Funds.....MOTION APPROVED UNANIMOUSLY

[This motion was approved at the March BOD meeting, there was a date change]

2024 NYSVARA Pulse Check Annual Meeting Donation

Motion by Robert Franz and seconded by Vice President Seth Fischer to authorize and approve HCFAS sponsorship of the 2024 NYSVARA Pulse Check Annual Meeting scholarships and/or special awards at an amount not to exceed \$500.00. NYSVARA District 7 Chief Delegate Andrea Golinsky will be responsible to submit any sponsorship form(s) to the NYSVARA.

HCFAS Funds.....MOTION APPROVED UNANIMOUSLY

Paid Paramedics Salary Increase

Motion by Secretary Brian Canty and seconded by Chief William Connolly to increase the salaries of all paid paramedics currently employed by \$5/hour and to terminate any further longevity raises. Additionally, any further raises shall be the same as our yearly contract increase and instituted effective August 25, 2024

HCAD Funds.....MOTION APPROVED UNANIMOUSLY

Treasurer's Report – James Mallilo

Motion made by Secretary Brian Canty, seconded by Robert Franz to accept the Treasurer's report as reported as presented

The president accepts that the following checks dated July 13th to August 16th, 2024 have been paid:

HCAD: 41 checks and 8 direct debits totaling \$91,532.28

HCFAS: 10 checks and 0 direct debits totaling \$12,456.00

NO Funds MOTION APPROVED

..... YES (SF,BC,WC,LL,EK,BW)

..... ABSTAINED (EK)

- Available balance for 2024
- Update on 2025 budget

Chief Report – William Connolly

Equipment & Vehicles –

16: In quarters.

17: In quarters. New front tires

18: In quarters

19: In quarters. OOS Awaiting for new driver side mirror

20: In quarters.

21: In quarters. Scheduled for electrical repair (Windshield wipers)
80: In quarters
81: In quarters.
82: In quarters.
88: In quarters
89: In quarters

Paramedic Program- Emailed by Lead Medic

Equipment: New ALS Safes are currently awaiting scheduling with Proliner.

Events/Projects Mary Jane Woznick Firematic service friday August 23, 2024 8:00 pm at MA Connell Funeral home. Multiple Standbys and Greenlawn parade Thursday August 29, 2024.

Lead Paramedic's Report

Secretary's Report - Brian Canty

New members

Motion by Lehti Laas and seconded by Chief William Connolly to accept Sweta Kumararaja, as a new student probationary member #1743, Shift: Tuesday 1900 plus a secondary shift to be approved by the Operational Officers in accordance with Article III, Section 2 of the By-Laws. The two shifts per week will be done during the school summer break and during other school breaks and it is further understood that she will remain on extended probation while attending college and will be eligible to be off probation four months from her final educational leave of absence end date. She must also pass dispatch training within one month of her final educational leave of absence end date.

..... **MOTION APPROVED** (FW,WC,SF,BC,LL,EK)

..... No Vote – (RF, BW)

Motion by Lehti Laas and seconded by Chief William Connolly to accept EMT Joshua Mancini as a new student probationary member #1744. Shift: Tuesday 2300 plus a secondary shift to be approved by the Operational Officers in accordance with Article III, Section 2 of the By-Laws. The two shifts per week will be done during the school summer break and during other school breaks and it is further understood that he will remain on extended probation while attending college and will be eligible to be off probation four months from his final educational leave of absence end date. He must also pass dispatch training within one month after his final educational leave of absence end date. [Dispatch Training Saturday 1500].

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Lehti Laas and seconded by Chief William Connolly to accept Sara Fox, Post 215 member, as new probationary member #1745. Shift: Thursday 1500 in accordance with Article III, Section 2 of the By-Laws.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Lehti Laas and seconded by Chief William Connolly to accept EMT Daniel Fischer as new probationary member #1746. Shift: Saturday 2300 in accordance with Article III, Section 2 of the By-Laws. [Dispatch Train Saturday 1900].

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Lehti Laas and seconded by Chief William Connolly to accept Bryana Bardales as new probationary member #1747. Shift: Wednesday 0700 in accordance with Article III, Section 2 of the By-Laws.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Lehti Laas and seconded by Chief William Connolly to accept EMT Lillian Serpe, Post 215 member, as new probationary member #1748. Shift: Sunday 1500 in accordance with Article III, Section 2 of the By-Laws.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Secretary Brian Canty and seconded by Chief William Connolly to grant the following Status Change: Allison Aievoli #1433 – Active Operational to Associate, effective 08/17/2024. 2/3 Vote Required

MOTION APPROVED UNANIMOUSLY

Motion by Brian Canty and seconded by Betty Wood to grant the following Status Change: Lenise Booth #1246 – Active Operational to Resigned effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Betty Wood to grant the following Status Change: Evan Barnes #1629 – Active Operational to Resigned effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Betty Wood to grant the following Status Change: Guy Garizio #1720 – Active Operational to Resigned effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Betty Wood to grant the following Status Change: Haley Schreiber #1735 – Active Operational to Resigned effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Brian Canty and seconded by Betty Wood to grant the following Status Change: Gregory Henninger #1653 – Active Operational to Resigned effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Status Change Mary Jane Woznick #769 – Inactive Life Member to Deceased August 20, 2024
Status Change Ellen Thomson #601 – Inactive Associate Member to Deceased July 21, 2024

Motion by Secretary Brian Canty and seconded by Chief William Connolly to grant the following Leaves of Absences:

Member #	Last Name	First Name	Day & Shift	LOA Start	LOA End	Type of LOA
1689	Amaya	Natalie	Saturday 2300	8/3/2024	11/3/2024	OLOA

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1638	Bantz	Eric	Thursday 1500	8/15/2024	8/29/2024	OLOA
1208	Davis	Keith	Company 8	7/24/2024	10/24/2024	OLOA
1422	Gonzales	Tiffany	Monday 1900	7/8/2024	8/14/2024	ELOA
1576	Hastava	Alexander	Company 8	8/8/2024	121/19/2024	ELOA
1640	Kata	Grace	Monday 0700	5/7/2024	11/7/2024	EXELOA
1651	Kelly	Bronwyn	Thursday 1100	8/6/2024	12/15/2024	ELOA
1646	Lindner	Marissa	Company 8	8/26/2024	12/13/2024	ELOA
1601	Lopes	Felipe	Tuesday 1900	8/8/2024	11/8/2024	EXOLOA
1030	Mallilo	James	Friday 1500	7/12/2024	10/12/2024	MLOA
1738	McCaffrey	Kaelin	Saturday 1900	8/17/2024	12/21/2024	ELOA
1641	Moran	Sean	Tuesday 1100	8/4/2024	12/15/2024	ELOA
1733	Paccione	Frank	Tuesday 1100	8/19/2024	12/22/2024	EXELOA
872	Poole	Bernard	Tuesday 1900	5/30/2024	8/30/2024	EXMLOA
1509	Raynor	Danielle	Sunday 0700	7/1/2024	10/1/2024	OLOA
1635	Rivas Argueta	Landary	Friday 0700	9/1/2024	12/20/2024	ELOA
1510	Silverstein	Dana	Company 8	8/1/2024	11/1/2024	OLOA
1697	Terry	Michael	Saturday 2300	8/19/2024	12/12/2024	ELOA
1522	Vodopia	Julia	Sunday 1500	6/18/2024	9/18/2024	OLOA
1609	Werner	Grant	Sunday 0700	8/12/2024	11/12/2024	EXOLOA
1285	Wissner	Leslie	Sunday 1500	7/3/2024	10/3/2024	OLOA

MOTION APPROVED UNANIMOUSLY

Return to Duty

Member #	Last Name	First Name	Day & Shift	LOA End	Type of LOA	RTD Date
<u>1708</u>	<u>Alnwick</u>	<u>Daniel</u>	<u>Thursday 1100</u>	<u>5/22/2024</u>	<u>ELOA</u>	<u>6/6/2024</u>
<u>1689</u>	<u>Amaya</u>	<u>Natalie</u>	<u>Saturday 2300</u>	<u>5/6/2024</u>	<u>OLOA</u>	<u>5/18/2024</u>
<u>1670</u>	<u>Bayer</u>	<u>Alexander</u>	<u>Sunday 2300</u>	<u>5/14/2024</u>	<u>ELOA</u>	<u>5/16/2024</u>
<u>1462</u>	<u>Como</u>	<u>Ryane</u>	<u>Company 8</u>	<u>7/13/2024</u>	<u>OLOA</u>	<u>7/29/2024</u>
<u>1521</u>	<u>Cortes</u>	<u>Roxanne</u>	<u>Sunday 1100</u>	<u>2/16/2024</u>	<u>MLOA</u>	<u>6/30/2024</u>
<u>1623</u>	<u>Costa</u>	<u>Juliet</u>	<u>Monday 0700</u>	<u>5/8/2024</u>	<u>ELOA</u>	<u>7/22/2024</u>
<u>1568</u>	<u>Curry</u>	<u>Benjamin</u>	<u>Saturday 1900</u>	<u>7/6/2024</u>	<u>MLOA</u>	<u>8/6/2024</u>
<u>1006</u>	<u>Dantonio</u>	<u>Thomas</u>	<u>Tuesday 1900</u>	<u>6/1/2024</u>	<u>MLOA</u>	<u>6/18/2024</u>
<u>1546</u>	<u>Dowler</u>	<u>Brett</u>	<u>Thursday 0700</u>	<u>5/31/2024</u>	<u>ELOA</u>	<u>6/18/2024</u>
<u>1224</u>	<u>Gabriel</u>	<u>Rodriguens</u>	<u>Monday 1500</u>	<u>7/22/2024</u>	<u>ELOA</u>	<u>7/27/2024</u>
<u>1422</u>	<u>Gonzales</u>	<u>Tiffany</u>	<u>Monday 1900</u>	<u>8/14/2024</u>	<u>ELOA</u>	<u>8/18/2024</u>
<u>1576</u>	<u>Hastava</u>	<u>Alexander</u>	<u>Company 8</u>	<u>5/15/2024</u>	<u>ELOA</u>	<u>5/16/2024</u>
<u>1710</u>	<u>Kalina</u>	<u>Brianna</u>	<u>Tuesday 1100</u>	<u>5/19/2024</u>	<u>ELOA</u>	<u>5/28/2024</u>
<u>1390</u>	<u>Kaufman</u>	<u>David</u>	<u>Thursday 1900</u>	<u>4/11/2024</u>	<u>OLOA</u>	<u>4/20/2024</u>
<u>1651</u>	<u>Kelly</u>	<u>Bronwyn</u>	<u>Thursday 1100</u>	<u>5/23/2024</u>	<u>ELOA</u>	<u>5/30/2024</u>
<u>1668</u>	<u>Komatsu</u>	<u>Liam</u>	<u>Sunday 1900</u>	<u>5/15/2024</u>	<u>ELOA</u>	<u>5/24/2024</u>
<u>999</u>	<u>Maresco</u>	<u>Karen</u>	<u>Wednesday 1900</u>	<u>7/24/2024</u>	<u>MLOA</u>	<u>7/25/2024 - Disp</u>

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<u>1641</u>	<u>Moran</u>	<u>Sean</u>	<u>Tuesday 1500</u>	<u>5/15/2024</u>	<u>ELOA</u>	<u>6/18/2024</u>
<u>1707</u>	<u>Serpe</u>	<u>Mary</u>	<u>Sunday 1500</u>	<u>5/20/2024</u>	<u>ELOA</u>	<u>5/26/2024</u>
<u>1510</u>	<u>Silverstein</u>	<u>Dana</u>	<u>Company 8</u>	<u>5/30/2024</u>	<u>ELOA</u>	<u>5/15/2024</u>
<u>1399</u>	<u>Wuestman</u>	<u>Elizabeth</u>	<u>Company 8</u>	<u>3/21/2024</u>	<u>OLOA</u>	<u>5/23/2024</u>
<u>1648</u>	<u>Velasquez</u>	<u>Odaly</u>	<u>Friday 1500</u>	<u>5/9/2024</u>	<u>OLOA</u>	<u>5/17/2024</u>

Probation Ending:

Motion by Chief William Connolly and seconded by Secretary Brian Canty to grant active membership in accordance with Article III, Section 2 of the By-Laws to EMT Katherin Bonilla, member #16950, effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Chief William Connolly and seconded by Secretary Brian Canty to grant active membership in accordance with Article III, Section 2 of the By-Laws to Christian Caballero, member #1698, effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Motion by Chief William Connolly and seconded by Secretary Brian Canty to grant active membership in accordance with Article III, Section 2 of the By-Laws to Peyton Kalb, member #1706, effective 08/22/2024.

..... **MOTION APPROVED UNANIMOUSLY**

Director Bob Franz Report

Insurance

-MVA – On August 8, 2024, while enroute to an echo call, ambulance 2-15-19 driver side mirror side swiped the mirror of a truck going in the opposite direction. I am waiting for an estimate to repair or replace 19's mirror and the other truck's mirror. The squad will pay for the other truck's invoice of repair/replacement. A claim will not be submitted to our insurance carrier.

2023 TOH LOSAP Audit – No further inquiries have been received.

LOSAP – Penflex Annual Report 12/31/23

TOH LOSAP Contribution

	Penflex	TOH			
Year	Calculated Contribution	TOH Paid	Payment Date	Budget	
12/31/18	\$ 432,469	\$ 475,000	9/10/19	\$ 478,950	
12/31/19	\$ 521,350	\$ 521,350	11/20/20	\$ 500,000	
12/31/20	\$ 531,317	\$ 531,317	12/31/21	\$ 500,000	
12/31/21	\$ 475,176	\$ 475,176	8/19/22	\$ 500,000	
12/31/22	\$ 478,533	\$ 478,533	8/29/23	\$ 500,000	
12/31/23	\$ 465,309	TBD	Due in 2024	\$ 500,000	

-Rate of Investment Return: 2023 – 13.8%; 2022-negative 13.0%; 2021-12.9%; 2020-14.9%; 2019-20.9%; 2018-negative 4.2%.

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-Assumed Rate of Return used in the actuarial calculation was lowered from 5.75% to 5.5% beginning in 2020.

-Although the benefit increased from \$20 to \$30 in 2020, the increase in calculated contribution is only \$10,000 higher than 2019.

At 12/31/23 our unfunded liability is \$0. HCFAS LOSAP fund is 101% funded. The contribution for 2023 was not paid as of 8/8/24, the date of Penflex's report.

LOSAP

Participants' 12/31/23 benefit statements (444) were distributed to active members who have mail folders. Approximately 40+ mail folders were missing. Partial mailing to inactive member participants was completed, the balance will be mailed on Friday. All Directors and Operational Officers statements were distributed in their mail boxes.

NYSVARA Annual Meeting

The annual meeting of the Association will take place at Vital Signs in Rochester, NY on Saturday evening October 19, 2024. The annual meeting will include the Memorial Service and Scholarship & Awards presentation. I will present a motion for Andrea and myself to attend this meeting at the September Board meeting.

TOH Amendment to Affordable Housing Code to give Priority to First Responders

After getting last minute information, Andrea Golinsky was able to attend the August 6th Town Board afternoon meeting and spoke at the hearing in support of an Amendment to the Town's Affordable Housing Code which will give Priority to First Responder Applicants (previous priority applicants will now be secondary) for the purchase of affordable units available anywhere in the Town of Huntington.

Priority will also be given for available affordable rental units.

The Town awards affordable housing based on income, and other eligibility criteria, through a lottery system and lists maintained by the Huntington Community Development Agency.

First Responders are Firefighters and those trained and licensed to provide emergency medical services.

Firefighter also attended the hearing and spoke in support of the resolution.

Rarity: The town board passed the resolution after the hearing.

(Newspaper articles and a copy of the resolution is posted on the bulletin board).

NYS EMS Memorial Dedication

Dedication will be at the Empire State Plaza in Albany on Thursday September 19, 2024 at 11am.

Vital Signs 2024

In Rochester, NY October 17-20, 2024. For more info see: www.vitalsignsconference.com.

The NYSVARA annual meeting, memorial service and awards & scholarship presentations will be held in conjunction with Vital Signs.

Exchange Ambulance of the Islips Open House – Saturday September 14, 2024 at 12 noon. Flyer is posted on the bulletin board.

Director Laas Report

RECRUITMENT:

Social Media Ads:

We did 9 weeks of social media advertising from December 2023 – May 2024 for volunteers needed. We have ran 3 weeks of our paramedic hiring ads. Indeed and Zip Recruiter have a low cost posting option that is being looked into.

Street Signs:

Sean Delle has posted a few around town. Christian Caballero has also offered to put more up on Sundays.

Recruitment Videos: Seth is finding out from legal what we can and can't post online and will relay to Kat who has produced one video already.

MEMBERSHIP:

June – 11 new membership applications received (no social media marketing done)

July – 6 new membership applications received (no social media marketing done)

August – 7 new membership applications received as of 8/22/2024 (no social media marketing done)

RETENTION:

Mike Barker sent me the latest recruitment and retention stats, they have been forwarded to the Board.

Old Business:

Mary Winter questioned the status our uniforms, who is supposed to be enforcing it, Is the new uniform code going to be sent out to the membership?

Betty Wood questioned the status of the missing members that was discussed at our last BOD meeting. Chief said that they have reached out to the people that were discussed.

New Business:

Director Wood asked the Board what their feeling is on how long we should be holding employees as employees versus voluntary termination. Discussion followed.

Motion by President Fiona Witkowski, Seconded Eric Kramer by to enter into executive session at 20:30..... **MOTION APPROVED UNANIMOUSLY**

Out of Executive Session at 20:58

Motion by President Fiona Witkowski and seconded by Erik Kramer to adjourn the meeting at hours.21:05

..... **MOTION APPROVED UNANIMOUSLY**

Respectfully Submitted,

Brian Canty
Secretary

Draft sent to Board members: 09/16/2024

Amended and approved: XXXXXXXXX

MOTION APPROVED UNANIMOUSLY