The Children's Trust Finance & Operations Committee Meeting was held on November 3, 2022, commencing at 9:32 a.m., at 3150 Southwest 3rd Avenue, United Way, Ryder Conference Room, Miami, Florida 33129. The meeting was called to order by Mark A. Trowbridge, Chair.

AUDIO TRANSCRIPTION

CERTIFIED ORIGINAL

APPEARANCES:

COMMITTEE MEMBERS:

MARK A. TROWBRIDGE, CHAIR
MATTHEW ARSENAULT, VICE CHAIR
CONSTANCE COLLINS
JAVIER REYES
HONORABLE ISAAC SALVER
LEIGH KOBRINSKI
APPEARANCES:

STAFF MEMBERS:

AMANDA GORSKI
DANIELLE BARRERAS
GARNET ESTERS
IMRAN ALI
JACQUES BENTOLILA
JENNIFER MORENO
JOANNA REVELO
JUANA LEON
LORI HANSON
MURIEL JEANTY
NATALIA ZEA
RACHEL SPECTOR
WENDY DUNCOMBE
WILLIAM KIRTLAND
XIMENA NUNEZ

GUEST:

DA-VENYA ARMSTRONG, Armstrong Creative Consulting, Inc.
PATRICK MICHEL, PGL3 Services LLC
CHRISTIAN, M-DCPS
LUPE DIAZ, Miami-Dade Public Schools
ANN STITH, Foundation for new Education Initiatives, Inc.
MR. TROWBRIDGE: Thank you, Muriel.

MS. JEANTY: Uh-huh.

MR. TROWBRIDGE: Welcome to the Thursday, November 3rd, Finance and Operations Committee Meeting of the Children’s Trust.

It’s just a moment past 9:30, but I am advised that we do have a quorum, and so I’m going to welcome all of you.

I want to thank all of you for your continued fine work here on our finance and operations committee and for all that you do to support the Trust.

Muriel, do we have any public comments this morning?

MS. JEANTY: No public comments, Chair.

MR. TROWBRIDGE: Thank you very much, Muriel.

The next item on our agenda is the approval of our October 6th minutes of the Finance and Operations Committee.

Is there a motion to approve these minutes.

MS. COLLINS: Moved, Collins.

MR. TROWBRIDGE: Thank you, Constance.
Is there a second?

MR. ARSENAULT: Second, Arsenault.

MR. TROWBRIDGE: Thank you, Matthew.

Any discussion on the minutes?

(No response.)

MR. TROWBRIDGE: Seeing none, all in favor please say aye.

(WHEREUPON, the committee members all responded with "aye.")

MR. TROWBRIDGE: Any opposed, nay?

(No response.)

MR. TROWBRIDGE: Motion carries and the minutes are approved.

We do have a number of resolutions this morning.

The first Resolution 2023-A. I have a conflict as I serve on the Board of Trustees of Actor’s Playhouse. I’m going to ask our vice chair, Matthew Arsenault to take us through that resolution.

Mr. Vice Chair?

MR. ARSENAULT: Thank you.

The Resolution is 2023-A, authorization to enter into a sponsorship agreement with Actor’s Playhouse at the Miracle Theater Inc. for presenting sponsorship of the Young Talent Big Dreams talent search, in an amount not to exceed $65,000 for a term
of ten months, commencing on December 1, 2022, and
ending on September 30, 2023.
Can I have a motion first?
MR. REYES: Move, Reyes.
MS. COLLINS: Second, Collins.
MR. ARSENAULT: Any recusals?
MR. TROWBRIDGE: Recusal, Trowbridge, serve on
the Board of Trustees of Actor’s Playhouse.
MR. ARSENAULT: Discussion or any questions?
(No response.)
MR. TROWBRIDGE: Hearing none, all in favor?
(WHEREUPON, the committee members all responded
with “aye.”)
MR. ARSENAULT: Any opposed?
(No response.)
MR. ARSENAULT: Okay. Motion carries.
Mr. Chair.
MR. TROWBRIDGE: Thank you very much, Matthew.
Our second resolution today is Resolution 2023-
B. This is an authorization to enter into a purchase
agreement with Hitex Marketing Group, Inc. in the
total amount to exceed $44,000. This is inclusive of
a $4000 contingency for Trust branded promotional
items for a term of ten months, commencing December
1, 2022, and ending September 30th, 2023.
Is there a motion to approve this resolution?

MR. ARSENAULT: So moved, Arsenault.

MR. TROWBRIDGE: Thank you, Matthew.

Is there a second?

MS. COLLINS: Thank you, Constance.

MR. TROWBRIDGE: We’ll open it up for discussion. I think maybe you know we have with worked with Hitex in the past and these are for branded items we use at various fairs and expos and other activities where the -- the Trust is represented, and so I think you all are probably quite familiar with this resolution.

Is there any additional discussion?

(No response.)

MR. TROWBRIDGE: Seeing none, then move to a vote.

All in favor signify by saying aye?

(WHEREUPON, the committee members all responded with “aye.”)

MR. TROWBRIDGE: Any opposed, nay?

(No response.)

MR. TROWBRIDGE: Motion carries.

Thank you all very much.

Next, we have Resolution 2023-C. This is an authorization to negotiate and execute a contract
renewal with Armstrong Creative Consulting, Inc. for event planning services in the total amount not to exceed $290,000 for a term of ten months, commencing on December 2022 and ending on September 30th, 2023. This also comes with two remaining 12 months renewals.

Is there a motion to approve Armstrong?

MR. REYES: So moved, Reyes.

MR. TROWBRIDGE: Thank you, Javier.

Is there a second?

MS. COLLINS: Second, Collins.

MR. TROWBRIDGE: Thank you, Constance.

We’ll move into discussion, but just to remind you that we work most exclusively with Armstrong in terms of putting on our expos.

As you know, we expanded during Covid, to hosting, I think it’s three different expos in kind of the north end of the county central, and the southern part of the county, and so part of working with Armstrong is not only the entire set-up in creative and helping us secure those locations and I think I understand we maybe looking at some new locations for this year. Always very well attended and a wonderful way for the Trust to be with our constituents, you know, front and center, so as you
see, they handle everything from exhibitor
registration, all permits and inspections, security,
obtaining and getting, you know, all of the different
entertainment like face painters, the balloon
artists, magicians, Imran’s favorite which are the
stilt walkers, so they take care of everything kind
of A to Z and we have worked with them for a number
of years, very, very well, so any further discussion?
(No response.)

MR. TROWBRIDGE: All right. We’ll move towards
a vote then to approve Resolution 2023.

All in favor signify by saying aye?
(WHEREUPON, the committee members all responded
with “aye.”)

MR. TROWBRIDGE: Oh, I apologize, I forgot to
ask if there were any recusals, but I had a feeling
there wasn’t. All right.

Only been at this for a few years.

Any opposed, nay?
(No response.)

MR. TROWBRIDGE: Motion will carry, thank you.

Very subtle there, Imran, I love it.

All right. Resolution 2023-D, this is
authorization for a procurement waiver from a formal
competitive solicitation to enter into a purchase
agreement with the Double Tree by Hilton Miami Airport Convention Center, in a total amount not to exceed $55,984.50 which also includes a $5089.50 contingency, to host and cater the 2023 Champions for Children event. And I believe that’s due to take place some time in April, correct, late April, so you might remember we were at this location last year and it was fantastic, so looking to return there.

So is there a motion to approve this resolution?

MR. SALVER: I’ll -- I’ll move it.

MR. TROWBRIDGE: Thank you, Isaac.

Is there a second?

MR. REYES: I’ll second, Reyes.

MR. TROWBRIDGE: Thank you, Javier.

Are there any recusals?

(No response.

MR. TROWBRIDGE: All right, seeing none, we’ll move into discussion and then I think all of you or many of you were able to join us, be back in person last year, I think. My goodness. Most of those costs end up being covered as you know by sponsorships. Natalia and the team do a great job of getting those costs mitigated by working with a lot of our partners and vendors, and it’s really a great event. Not only are we honoring wonderful folks, but
the -- I think the fellowship of being together and
many of our Board members were there last year.

SPEAKER 3 (14:20:33): If I could jump in.

MR. TROWBRIDGE: Please. We were at the same
table.

MR. SALVER: Yeah, exactly. (Unintelligible
14:20.40) most important, absolutely.

You know, the whole ambiance, I just, you know,
really, I’m saying these words just to give kudos to
the creative team that put the event together. I
don’t know exactly which part of Staff was involved
with that, but it was just a really -- I mean, they
converted the space to make it such a beautiful
space. I mean, the lighting, the large posters, you
know, the AV is always perfect.

And it’s a really -- I mean, it’s a really nice
event, and I’ve been to a lot of these, and you know,
you know, the formula, whatever, you know, whatever
the special sauce was, use it again, because it was
fantastic.

MR. TROWBRIDGE: Very nice.

SPEAKER 4 (14:21:28): So this is the total cost
-- this is the gross total cost of this, so any
sponsorships we get, it’s just to defray this cost;
there’s not an additional expected cost that would be
defrayed by sponsors, is that correct?

MR. TROWBRIDGE: There are some additional costs. I think this is the venue cost.

SPEAKER 4: Just the -- just the venue.

SPEAKER 5 (Lady 14:21:41): Which is the bulk of it.

MR. TROWBRIDGE: Yeah.

SPEAKER 4: Okay.

SPEAKER: The venue and the (Unintelligible 14:21:47).

SPEAKER 5: Our contracts, that are already in place with the creative firms and others, cover the other costs.

MR. TROWBRIDGE: Right.

MR. SALVER: Great.

MR. TROWBRIDGE: You’ll get to buy awards and things like but yeah, absolutely. Great question.

Any further discussion?

(No response.)

MR. TROWBRIDGE: All right. Seeing none, we’ll move into a vote and thank you Isaac for your comments.

All in favor signify by saying aye.

(WHEREUPON, the committee members all responded with “aye.”)
MR. TROWBRIDGE: Any opposed, nay?

(No response.)

MR. TROWBRIDGE: The motion carries.

And I think you guys are close to honing in on a date, I’m sure you're holding something, but have we announced that yet?

SPEAKER 5: Pending Board approval.

MR. TROWBRIDGE: Oh, wow. Let’s usurp those folks.

All right. Well, you’ll hear about that I’m sure at the Board meeting in November.

All right. So next we have Resolution 2023-E. This is an authorization to negotiate and execute a match contract with Miami-Dade County now for the eighth year for our summer youth internship program, in a total amount, not to exceed 1.5 million dollars for a term of 12 months, commencing March 1, 2023, and ending on February 29th, 2024. Oh, Leap Year. Authorization to allocate up to an additional $500,000 to the SYIP initiative contingent on its inclusion this year of charter school students.

Is there a motion to approve this resolution.

MR. SALVER: I’ll make a motion proudly.

MR. TROWBRIDGE: Thank you, Isaac.

Is there a second.
MS. COLLINS: Collins, second.

MR. TROWBRIDGE: Okay. We’ll take Constance.

And we’ll move into discussion.

As you see, this is the eighth year and of course we have participated since the very beginning.

Is there discussion?

MR. SALVER: Yeah, I -- just if I may.

MS. KOBRINSKI: Sorry, wait, any recusals?

MR. TROWBRIDGE: I’m sorry, Lee. Any recusals?

(No response.)

MR. SALVER: I’m sure I said this before, but our firm participated in obtaining an intern from this program, and I mean, the whole process was a great process both for the firm and obviously for the -- for the candidate who, incidentally, and this might be two years ago, or maybe three years ago that -- maybe two years ago, that we, you know, we keep in touch and she’s an incredibly successful student at University of Florida, and she most probably will become a CPA in a CPA firm and I’m sure she’ll be successful.

MR. TROWBRIDGE: That’s wonderful. That’s a great story.

MR. SALVER: And I made sure to, you know, choose who the candidates that I felt needed the most
opportunity, you know, from underserved neighborhoods or whatever, and you know, I -- I ranked that pretty heavily and I’m looking at you because I know that how sensitive those types of things are, but I just wanted to make sure that I gave someone an opportunity that wouldn’t normally have that type of opportunity. It was -- it was a winner for everybody.

MR. TROWBRIDGE: And if you look at page 12 in your packet, it gives you a little bit more detail in terms of how the program is deployed, the number of students, expected to be served, and of course, our commitment to working with youth with disabilities.

So any further discussion?

(No response.)

MR. TROWBRIDGE: Seeing none. Move to a vote.

All in favor of Resolution 2023-E, signify by saying aye.

(WHEREUPON, the committee members all responded with “aye.”)

MR. TROWBRIDGE: Any opposed, nay?

(No response.)

MR. TROWBRIDGE: The motion carries. I’m going to take this to the board.

Our final resolution today is Resolution 2023-F.
This is an authorization to transfer unexpended fiscal year, 2021-2020 U2 funds authorized by Resolution 2021-31 for educator scholarships and also encompasses Resolution 2021-32, for incentive salary supplement program known as ASSEN, to the high-quality tiered payment program authorized by Resolution 2021-28.

The purchase order will be increased by a total of $400,000 for a new total amount of 10.4 million dollars.

Resolutions 2021-28, -31 and -32 will therefore then be amended accordingly based upon our vote.

Is there a motion to approve this transfer?

MS. COLLINS: Moved, Collins.

MR. TROWBRIDGE: Is there a second.

MR. ARSENAULT: Second, Arsenault.

MR. TROWBRIDGE: Any recusals?

(No response.)

MR. TROWBRIDGE: All right. So let’s move into discussion. There may be some questions just about sort of the background on this because it takes us back a couple of -- at least mango season, so I don’t know if Bill or Imran just wants to remind folks, I think this was unexpended dollars that are being moved forward.
UNIDENTIFIED MALE 14:26:31: Right. Rachel, I don’t know if you want to explain a little bit the program. I mean, I can explain to the budget activity portion, if you want to state the need and tier payment program.

MS. SPECTOR: Sure. So let’s go through the (Unintelligible) tier payment program which are to childcare programs based on the enrollment, the number of children enrolled in that program.

So when we got to the end of this year, September 20, 2022, because we started the year (Unintelligible 14:26:58) enrollment was lower, we weren’t able to predict that many -- as many children that did and (Unintelligible) so we had -- because we had to understand an advocator scholarship and then our salary supplement program, which the Children’s Trust holds in three separate purchase orders, we’re asking just to transfer the unexpended funds from those two programs into this purchase order to cover the final tier payment amount to the childcare programs.

MR. KIRTLAND: Almost, I mean, you almost got everything, I’m just going to clarify, I guess, that all of the funds that we’re moving are contained within the initiative with the Early Childhood
initiative, so we’re not moving funds in our out of Early Childhood, as it was approved in the budget core strategies, it’s just the closing of some existing PO’s to reallocate to this PO, so we’re not -- we’re not having to make a formal amendment to the budget by approving this resolution.

MR. SALVER: Bill, if I may.

MR. TROWBRIDGE: Isaac.

MR. SALVER: I’m (Unintelligible 14:28:13). The Children's Trust allocates for one year how much to these, you know, programs, incentive and -- how much? Because you know, I’m -- I’m getting a little bit confused with the numbers, the way this resolution is -- reads --

MS. SPECTOR: Yeah. To the -- to the tier -- to the high-quality tier payments, is that your question?

MR. SALVER: Yeah, well, you know what, let me preface my question and you know, the comments that I make with the fact that I’m not a huge fan of our dollars going to anything but children’s programs, so I feel that this -- this type of initiative that we do, which might be a glorious, great thing, is kind of a one-off from children’s programs, because now we’re expending Children's Trust dollars and putting
them, you know, putting those dollars into the pockets of people that are, you know, that are expanding their careers or getting better in their careers, so it’s no longer really kids, if you think about it in very basic terms, we’re spending money on teachers.

So you know, I’m a little, you know, so as soon as I see those types of items presented to us, I’m a little bit hypercritical of that. Okay.

Now, given this, that hey, you know, we didn’t — apparently the way I’m interpreting what is said on this resolution is that because of Covid, there weren’t a lot of these programs going on and the money kind of accumulated in this portion of our budget from one year to the next. Is that -- or do I have this all wrong?

MR. KIRTLAND: No, that’s actually -- it’s -- maybe it’s confusing where we are in today’s date, but we’re still trying to make correct the prior year’s budget and make available funds to close out the September 30th, 2022 financials, so there’s still opportunity for the tiered payment program with outstanding invoices still open, to close September 30th, 2022, that we have an opportunity to amend this particular purchase order, to add funds based on
need, because of the underserved portion -- or not
underserved, but the available funds in the other two
programs.

MR. SALVER: On utilized --

MR. KIRTLAND: On utilized, closing out
September 30, so those would be funds that we would
not spend or we have been -- or where we have
identified the tier payment program that there is a
need, so we are wanting to increase the purchase
order for tier payments by $400,000, which we expect
to fully spend in tier payments that closed September
30th, 2022, so we’re not rolling over an existing
balance to close last years financials, and make that
available to expand and increase our current year’s
financial purchase order. We have an opportunity to
close and be more budget efficient as of September
30th, 2022.

MR. SALVER: So -- so remind me, the 10,400 --
ten million four-hundred-dollar figure, relates to
what? The --

MR. KIRTLAND: So the initial purchase order for
tiered payments --

MR. SALVER: Right.

MR. KIRTLAND: -- was ten million dollars. So
in -- in two other --
MR. SALVER: And then how much of a period -- how long of a period was that?

MR. KIRTLAND: So that was for the full fiscal year, 12 months --

MR. SALVER: Oh, so that’s one year?

MR. KIRTLAND: Right.

MR. SALVER: So we actually did spend ten --

MR. KIRTLAND: Well, that, yes, that would be fully utilized at ten million dollars and they have told us that there’s actually additional need to ten million dollars, that we initially said we don’t have the funds available in your -- in your purchase order for the -- for the September 30, 2022 agreement, but we did go look at two of our other purchase orders, also within in Early Childhood Development where there were, like as you stated, the underutilization and availability, and then we contacted our tier payment program providers and said through closing existing purchase orders, we can actually -- we can increase your funding this year, based on your need.

Now, that’s not a rollover effect for next year where that’s a continuous amount that, you know, they will be receiving every year, just because of what we were able to make work for them this year.

MR. SALVER: Right. I just, you know, I just --
I guess I couldn’t remember, or I didn’t realize --

MR. KIRTLAND: Right.

MR. SALVER: -- that we’re really -- we’re dropping them ten million bucks on these types of programs in -- in a 12-month period.

MR. KIRTLAND: Yes.

MR. TROWBRIDGE: Correct.

MR. SALVER: That’s like six percent of our total budget more or less.

MR. KIRTLAND: Of just -- of the -- of which portion of the budget?

MR. SALVER: A hundred and seventy -- if we spend 175 million dollars a year, that’s six percent of it.

MS. SPECTOR: So just to be clear though, Isaac, like the A$CEND program, which is the salary supplement payments that are going to the teachers directly, we’re taking the extra funds from that program and moving it to tier payment. We’re not adding to the salary supplement program. I just want to clear that up --

MR. SALVER: So -- so explain to me then, what the tier payment is, in layman’s terms.

MS. SPECTOR: So the tier -- the tier payments are -- so based on a program’s quality, we measure
quality based on the interactions between the
teachers and the children.

Based on that quality, we -- we pay them the
supplement on top of the State’s subsidy rate, per
cild, based on enrollment, and that fund goes to the
program in order to buy a curriculum, to capital
improvements, teacher bonuses, pay teachers --
teachers a living wage, like the -- that money goes
directly into the programs to maintain and support
quality experiences.

MR. SALVER: So Rachel, what percentage -- I’m
sorry, just one more question, a follow-up, what
percentage of the ten million four, would be
allocated towards the tier payments versus direct
payments to teachers?

MS. SPECTOR: The -- the A$CEND program is one
$1,990,000.

MR. SALVER: Which is -- which is --

MS. SPECTOR: Which is -- which is outside, in
addition to the ten million dollars. It’s two
separate purchase orders.

LEE (Unintelligible) 14:34:37: Rachel, maybe,
do you know what the amount was for the Salary
Supplement Program in Reso 2021-31?

MS. SPECTOR: It was $1,990,000.
LEE: Okay. So that -- that’s separate, so that’s -- that’s the money that they’re taking some of the money from there, and then how much was for the educator’s scholarships?

MS. SPECTOR: One million. So there was $1,990,000 and the Educator was one million.

MR. TROWBRIDGE: Which Reso -- which Resolution was that, Lee?

LEE: 2021-31, 32, that those are the ones that are --

MR. TROWBRIDGE: Okay.

LEE: Were approved for a certain amount and --

MR. TROWBRIDGE: So they’re broken up, 1.9, nine, and one million.

MS. SPECTOR: That were both underspent so we --

MR. TROWBRIDGE: Okay.

MS. SPECTOR: -- take a combination of 200 from those two, and move it to close out the tier payment.

MR. TROWBRIDGE: All right.

Matthew?

MR. ARSENAULT: Sorry. (Unintelligible 14:35:27) $400,000, right, that’s what it comes to --

MR. TROWBRIDGE: Two hundred and 200.

MR. ARSENAULT: Maybe --

MR. TROWBRIDGE: Let’s go Matthew and I’ll come
back to Constance.

Thank you, Isaac.

MR. ARSENAULT: These -- these payments go to Early Learning Childhood Programs?

MS. SPECTOR: Yes.

MR. ARSENAULT: Right, so it’s not directed -- this is the program -- the program has to demonstrate to meet the parameters of these things in order to get that -- that funding.

MS. SPECTOR: Right.

MR. TROWBRIDGE: The bonus, right.

MR. ARSENAULT: So it’s -- so this is all to -- this is -- this is all part of our -- that Early Childhood Education bucket, this is a component, one of the several components on how we (Unintelligible 14:35:58) that, right, so it’s not separate and apart from that, that’s the budget (Unintelligible) --

MR. KIRTLAND: And that’s also the justification for why this is not like a Trust budget --

MR. ARSENAULT: Correct. Okay. So that was -- all right.


MS. COLLINS: Yeah, I do think that it’s really important that we support the increase in quality or
advancement of quality of the Early Childcare Programs and it’s a practical matter to know that means, that additional resources are needed, so this is one I would be very much in favor of.

MR. TROWBRIDGE: Thank you.

Other discussion?

(No response.)

MR. TROWBRIDGE: All right. Good work on that. Let’s move towards a vote, if we can for Resolution 2023-F.

All in favor say aye?

(WHEREUPON, the committee members all responded with “aye.”)

MR. TROWBRIDGE: Any opposed, nay?

(No response.)

MR. TROWBRIDGE: The motion will carry.

Thank you all very much.

We’ll now move on to our CEO report. Jim is away today and so very ably Imran has agreed to step in and talk about a number of items.

Imran?

MR. ALI: Just one item. Jim -- Jim sends his apologies for not being here, he had a conflict. Just about a book fair, November 19th and 20th. We have a large activation in Children’s Alley for
the book fair, and we have interactive activities for
the children and families. We will highlight the
children’s programs including the book club and a
parent club. We’ll also have a (Unintelligible
14:37:22) there also.

So feel free to pass by, if you have some time
on those days and participate and listen to some of
our readers and everything else that you will benefit
from there.

Thank you, Mark.

MR. KIRTLAND: Imran, do you mind if I
supplement your message --

MR. ALI: Sure, yeah.

MR. KIRTLAND: I wanted to mention that there
are no monthly financial statements this -- this
month in the CEO report, because the next month that
we were scheduled to present was September 2022,
monthly financials. As we were (Unintelligible
14:37:54) discussing before the meeting, is that the
audit will begin relatively soon as we approach
December, the field work of the audit, and we’ll have
a better idea by the time we reach our next committee
meeting in January whether or not there’s any
adjusting entries, which there have not been for some
time in our audited financial reports.
So we will present a internal reports of September as of September 30th, 2022, in the month of January, and then subsequently by the month of March, we’ll have our full report completed, a CFR for -- for -- for final signoff by the committee and then the board.

But slated to also be presented in those monthly financials for September when we reach the January committee meeting, was actually a stipulation, I could have mentioned earlier, with the Champions for Children resolution.

Your question earlier, Matt, is that we will have a schedule of the revenue activity of the -- of Champions for Children, all the sponsorships received, reconciled against all the expenditures of the event, so we can show the net effect of the event bringing in those sponsorships versus the expenditures. That was a requirement passing the resolution for Champions for Children, for the event that we had last year, I believe it was also vetted into the resolution that we -- we just approved.

MR. TROWBRIDGE: Okay. So it was a long way of saying we’ll get you those --

MR. KIRTLAND: Exactly.

MR. TROWBRIDGE: -- financials. It’s a timing –
- it’s a timing issue. But a good note within your note that we do not have a finance and operations meeting in December, and that our meeting in January is actually the second Thursday. So just make a note of that, it’s January the 12th, versus the normal first Thursday.

MS. JEANTY: It’s going to be third (Unintelligible).

MR. TROWBRIDGE: Yes. So just make a note. It’s at the bottom of your agenda there, but normally it would be that first Thursday, but it will be the second one, the 12th.

Any other announcements for the good of the order?

(No response.)

MR. TROWBRIDGE: Incredibly efficient group.

Is there a motion to adjourn.

UNIDENTIFIED MALE: Motion to move.

MR. TROWBRIDGE: Is there a second?

UNIDENTIFIED MALE: Second.

MR. TROWBRIDGE: Without objection, we’ll stand adjourned.

(Whereupon, the meeting was adjourned.)
CERTIFICATE OF TRANSCRIPTION

The above and foregoing transcript is a true and correct typed copy of the contents of the file, which was digitally recorded in the proceeding identified at the beginning of the transcript, to the best of my ability, knowledge and belief.

Roxanne Fitzgibbon

ROXANNE FITZGIBBON, Transcriber

November 9, 2022