

**FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD**

**Hutchinson Island Marriott  
555 NE Ocean Blvd  
Stuart, FL 34996  
772.225.3700**

**May 7, 8-10, 2019**

**MEETING MINUTES**

**Approved July 12<sup>th</sup>, 2019**

**Board Members Present**

Frank Cawthon  
Donald Cesarone  
Brian Donovan  
James "Jim" Evetts  
Ted Feaster  
Edgar Laney  
Robert Maphis  
Edward McCullers  
Michael Strickland  
Rachelle Wood

**Board Members Absent**

Keith Lawson, II, Chair- appeared by phone  
Aaron Boyette, Vice Chair  
William "Brian" Cathey  
Rick Kane

**Others Present**

Dan Biggins, Executive Director, DBPR  
Donald Shaw, Senior Management Analyst Supervisor, DBPR  
Aimee Odom, Government Analyst, DBPR  
Brian Lynch, Regulatory Consultant, DBPR  
Ian Brown, Chief Construction Attorney, DBPR  
Sally Raines, Deputy Chief Construction Attorney, DBPR  
Kim Fluharty-Denson, Assistant Construction Attorney, DBPR  
Rob Milne, Legal Advisor FHCRF, AGO

## **ADDITIONAL BUSINESS ENTITIES REVIEW DIVISION II**

***Division II Board members met for Additional Business Entities Review on May 8, 2019 from 1:00-2:40 pm. Mr. McCullers led the meeting. Of the 30 applications on the agenda, 13 were approved, 3 were approved contingent, 1 was denied, 8 were continued, 1 was pulled, and 4 were withdrawn.***

### **APPROVED (13)**

Earman, John  
Facciobene, Adam  
Francis, Damion  
Gray, Christopher  
Ho, Pui Fat  
Holmes, Robert  
Holmes, Robert  
Metivier, John  
Morejon, Elpidio  
Raines, Robert  
Romero, Marcos  
Sullivan, Richard  
Waters, James

### **APPROVED CONTINGENT (3)**

Molenaar, Erick  
Sabourin, Bruce  
Sanchez, Jason

### **DENIED (1)**

Renner, Patrick

### **CONTINUED (8)**

Falcon, Sylviana- 30 day continuance  
Golden, Ronald- 180 day continuance  
Lowman, Jonathan- 180 day continuance  
Martin, Nicholas- 90 day continuance  
Medina, Ernesto- 180 day continuance  
Starling, Ronald- 180 day continuance  
Vickery, Steven- 180 day continuance  
Walley, Shannon- 90 day continuance

### **PULLED (1)**

Grow, Noel

### **WITHDRAWN (4)**

Haas, Edward  
Lee, Christian  
Matute, Ezzard  
Topole, Alexandra

## **APPLICATION REVIEW DIVISION II**

***Division II Board members met for Application Review on May 8, 2019 from 2:52– 3:51pm. Mr. Cesarone led the meeting. Of the 29 applications on the agenda, 8 were approved, 1 was approved contingent, 2 were denied, 13 were continued, 2 were pulled, and 3 were withdrawn.***

### **APPROVED (8)**

Cochran, Ryan  
Conley, Morgan  
Dunham, Robert- change of status to individual  
Petrillo, Matthew  
Reidy, David  
Spinner, Christopher  
Tabor, Eric  
Vaughn, Raymond

### **APPROVED CONTINGENT (1)**

McNeal, George

### **DENIED (2)**

Butler, Michael  
Thornton, Kasie

### **CONTINUED (13)**

Caceras, Sergio- 180 day continuance  
Carter, Gordon- 30 day continuance  
Coats, Michael- 365 day continuance  
Davey, Paul- 30 day continuance  
Fountain, Donnie- 30 day continuance  
Francis, Walter- 180 day continuance  
Gutierrez, Ricardo- 30 day continuance  
James, Thomas- 180 day continuance  
Janssen, Ervin- 30 day continuance  
McClain, Harvey- 180 day continuance  
Medley, Delmar- 30 day continuance  
Roebuck, Donald- 30 day continuance  
Sanches, Roseangela- 120 day continuance

### **PULLED (2)**

Childs, Matthew  
Harrer, John

### **WITHDRAWN (3)**

Amkraut, Zacharie  
Cooper, Anthony  
Johnson, David

*Division II voted unanimously to ratify the list of financially responsible officer approvals.*

## **ADDITIONAL BUSINESS ENTITIES REVIEW DIVISION I**

***Division I Board members met for Additional Business Entities Review on May 9, 2019 from 1:30– 2:29pm. Mr. Cawthon led the meeting. Of the 31 applications on the agenda, 18 were approved, 3 were approved contingent, 3 were denied, 6 were continued, and 1 was withdrawn.***

### **APPROVED (18)**

Acosta, Joe  
Brookshire, Garry  
Coyer, Richard  
Daniels, Daniel  
Garcia, Paulino  
Gregory, Joshua  
Hidalgo, Jordan  
Holmes, Robert  
Holmes, Robert  
Hurley, Michael  
Johnston, John Sr.  
Kelly, Scott  
Mitchell, Jeffrey  
Monville, John  
Raines, Robert  
Ramirez, Juan  
Strasberg, Jordan  
Towne, Michael

### **APPROVED CONTINGENT (3)**

Bailey, Randolph  
Morris, Eric  
Sucato, Michael

### **DENIED (3)**

Herbst, Nicholas  
Herrmann, Joseph  
Mehaffey, Timothy

### **CONTINUED (6)**

Arneson, James- 30 day continuance  
Garcia, Laxisvoni- 90 day continuance  
Gionfriddo, Gary- 180 day continuance  
Kitchiner, Brent- 60 day continuance  
Lehman, Andrea- 90 day continuance  
Pereira, Jorge- 180 day continuance

### **WITHDRAWN (1)**

Palumbo, Louis

**APPLICATION REVIEW DIVISION I**

***Division I Board members met for Application Review on May 9, 2019, from 2:41– 3:17p.m. Mr. Evetts led the meeting. Of the 18 applications on the agenda, 8 were approved, 1 was approved contingent, 3 were denied, 4 were continued, and 2 were pulled.***

**APPROVED (8)**

Cuello, Orlando  
Davis, Rashae  
Elkhatib, Omar  
Garcia Montes, Michael  
Manke, Todd  
Molnar, James  
Reams, Derrick- CBC  
Staines, John

**APPROVED CONTINGENT (1)**

Harris, Aaron

**DENIED (3)**

Jamal, Bill  
Patel, Suraj  
Woodworth, Joseph

**CONTINUED (4)**

Caceras, Sergio- 90 day continuance  
Suarez, Francisco- 60 day continuance  
Thompson, Harold- 180 day continuance  
Thompson, Harold- 180 day continuance

**PULLED (2)**

Moore, Michael  
Travis, Anthony

*Division I voted unanimously to ratify the list of financially responsible officer approvals.*

***Division II Board members met for Final Action on March 14, 2019, from 9:58am– 10:52am. Mr. Lawson led the meeting.***

**Case #(s): 2017060100**

**Arlyn Hernandez**

License #(s): CCC1326433

5060 SW 94th Ave.

Miami, FL 33165

Probation for 2 years

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$10,000 and costs of \$47.04

Not Present

**Case #(s): 2018031691**

**Timothy Nast**

License #(s): CCC57134

138 SW 24th Street

Ft. Lauderdale, FL 33315

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$1,000 and costs of \$263.27

Present

**Case #(s): 2018007757**

**Robert Noeker**

License #(s): CAC55550, CAC1819170

P.O. Box 966

Christmas, FL 32709

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$1,500 and costs of \$235.77

Not Present

**Case #(s): 2017048821**

**Darius Phillips**

License #(s): CMC1250558, CMC1250582, CMC1250541, CMC57119

430 SE 2nd Ave., Apt. E23

Deerfield Beach, FL 33441

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$2,000 and costs of \$132.61

Not Present

**Case #(s): 2018044725**

**John Louis Rodgers**

License #(s): CUC32690

9079 Norod #B

Jacksonville, FL 32210

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$500 and costs of \$44.54

Not Present

***Division I & II Board members met for Final Action on March 14, 2019, from 10:53am– 11:05am.  
Mr. Lawson and Mr. Kane led the meeting.***

**Case #(s): 2018014225, 2018021451, 2018023432, 2018023658, 2018025143, 2018027576,  
2018027627, 2018027640, 2018029302, 2018029518, 2018029980, 2018031549, 2018032951,  
2018033700, 2018034900, 2018035278, 2018039060, 2018045348, 2018049342**

**Adolph Carlson**

License #(s): CGC1514755, CCC1329376

5028 Richard Lane West, Ste. A-B

Jacksonville, FL 32216

Restitution

Pay administrative fines in the amount of \$332,500 and costs of \$2,000

Not present

**Case #(s): 2018032986**

**Adolph Carlson**

License #(s): CGC1514755, CCC1329376  
PULLED FROM AGENDA

**Case #(s): 2017051951**

**Brittany Lee Cherup**

License #(s): CBC1253889, CCC1326980  
2774 N. Harbor City Blvd.  
Melbourne, FL 32935

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.  
Pay administrative fines in the amount of \$3,000 and costs of \$66.3  
Not Present

**Case #(s): 2018011300**

**Ivy Lynne Crowell**

License #(s): CCC1328951, CAC1817048, CGC1511230  
P.O. Box 300933  
Fern Park, FL 32730

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.  
Pay administrative fines in the amount of \$2,500 and costs of \$318.98  
Present

**Case #(s): 2017054433**

**Gregg D'Attile**

License #(s): CGC45296, CFC37085, CAC1818277  
4151 NW 124th Ave.  
Coral Springs, FL 33065

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.  
Pay administrative fines in the amount of \$1,250 and costs of \$174.15  
Present

**Case #(s): 2017016047**

**Richard McKuhen**

License #(s): CCC15589, CRC24201  
182 SE Ashley Oaks Way  
Stuart, FL 34997

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.  
Pay administrative fines in the amount of \$3,000 and costs of \$336.03  
Present with Counsel

**Case #(s): 2017060451**

**Alfredo Perez Rojas**

License #(s): CCC1328188, CGC1510221  
PULLED FROM AGENDA

**Case #(s): 2017019270**

**Howard Shane Shafer**

License #(s): CBC1256581, CCC1328616  
PULLED FROM AGENDA

**Case #(s): 2017009293**

**Howard Shane Shafer**

License #(s): CBC1256581, CCC1328616

PULLED FROM AGENDA

**Case #(s): 2015037701, 2015037979**

**Jice L. Stokes**

License #(s): CGC58622, CCC1325668

17695 Oakwood Ave.

Boca Raton, FL 33487

NO ACTION TAKEN

**Case #(s): 2016044897**

**Gustavo Velez**

License #(s): CFC1427292, CCC1327735, CMC1249755, CUC1224687, CGC1508952

15700 NE 2nd Ave.

Miami, FL 33162

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$2,500 and costs of \$315.14

Counsel Present

***Division I Board members met for Final Action on March 14, 2019, from 11:19am– 11:29am. Mr. Boyette led the meeting.***

**Case #(s): 2016044253**

**Benny Calzon**

License #(s): CGC1514577

20861 Leonard Rd.

Lutz, FL 33558

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay investigative costs of \$59.21

Satisfy civil judgment within 90 days

Present

**Case #(s): 2017025389, 2017032089**

**Ricardo Luis Casanueva, Jr.**

License #(s): CGC1511245

1152 SW 23rd Ave.

Miami, FL 33135

Probation for 2 years

14 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$6,250 and costs of \$242.27

Present with Counsel

**Case #(s): 2017061726**

**Carlos Davalos**

License #(s): CGC1517556, CGC1523252

18742 SW 307 Street



Homestead, FL 33030  
7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.  
Pay administrative fines in the amount of \$3,500 and costs of \$175.70  
Present

**Case #(s): 2018032649**

**Barry Deemer**

License #(s): CGC58979, CGC1527178

100 Temple Grove Dr.

Winter Garden, FL 34787

Probation for 2 years

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$5,000 and costs of \$295.54

Present

**Case #(s): 2018021528**

**Matthew Gentile**

License #(s): CBC1256133

136 Salvador Place

Ormond Beach, FL 32174

Probation for 2 years

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$5,000 and costs of \$396.62

Present

**Case #(s): 2017051246**

**Mikel Hannigan**

License #(s): CGC1512720, CGC1525314

130 North Mildred Ave.

Brooksville, FL 34601

Probation for 2 years

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$5,000 and costs of \$59.25

Present

**Case #(s): 2018027871**

**Travis Hill**

License #(s): CGC1507489

6438 Blue Grosbeak Circle

Bradenton, FL 34202

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$5,000 and costs of \$182.16

Not Present

**Case #(s): 2017041599**

**Mark James Souuthwick**

License #(s): CGC1510812

1317 NE 16th Place

Cape Coral, FL 33909

Probation for 2 years  
7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.  
Pay administrative fines in the amount of \$11,000 and costs of \$308.42  
Present

**Case #(s): 2017048289**

**Eric James Vande Brink**

License #(s): CBC1251861

2910 Country Breeze Drive

Plant City, FL 33567

Probation for 2 years

7 hours additional live Continuing Education w/emphasis on Ch 489, F.S.

Pay administrative fines in the amount of \$10,000 and costs of \$307.95

Not Present

**Case #(s): 2018009194**

**Hugo Villabona**

License #(s): CGC1512478

14624 63rd Terrace

Miami, FL 33173

Revocation

Pay administrative fines in the amount of \$10,000 and costs of \$194.62

Not Present

**PROBATION**

**BELLO, KARLA, CCC1328030**

Result: Satisfactory

**BRUNELLE, JACOB, CAC1814583**

Result: Satisfactory

**BURKE, WILLIAM JR., CCC057690, CAC1815744**

Result: Satisfactory

**CORRENTE, DANTE, CPC1457759**

Result: Satisfactory

**GUINOVART, JORGE, CCC1328793**

Result: Satisfactory

**HIGHT, GARY CCC1327907**

Result: Satisfactory

**JENKINS, DEMETRIUS, CCC1329082**

Result: Satisfactory

**WILLIAMS, GREGORY SR., CCC1327297**

Result: Satisfactory

**STAY OF SUSPENSION TO BE LIFTED:**

**BRUNO, LOUIS- CAC1814583**

Result: 60 day continuance

**LEA, TITUS- CCC1326502**

Result: 60 day continuance

**MINARDI, JOSEPH- CAC1815978**

Result: 60 day continuance

***Division I Board Members convened for Probation on May 8, 2019, from 11:03am– 11:28am. Mr. Strickland led the meeting.***

**AARON, ROY, CBC056807**

Result: Satisfactory

**ANDERSON, MONTY, CBC1260850, CBC1253453**

Result: Satisfactory

**ATTARD, DAVID, CBC1256330**

Result: Satisfactory

**BELLO, KARLA, CGC1516792**

Result: Satisfactory

**BRUST, JASON, SCC131151554**

Result: Satisfactory

**BUSTO, IVAN, CGC1507018**

Result: Satisfactory

**CAGNI, MARK, CGC32984**

Result: Satisfactory

**CUELLO, ORLANDO, CGC1511064**

Result: Satisfactory

**D'AMICO, PATRICK, CGC061281**

Result: Satisfactory

**GADSDEN, DARRELL, CBC1254324**

Result: Satisfactory

**GUINOVART, JORGE, CBC1259940**

Result: Satisfactory

**JENKINS, DEMETRIUS, CBC1255853**

Result: Satisfactory

**SOUVENIR, STANLEY**, CRC1329659

Result: Satisfactory

**WILLIAMS, RONALD**, CGC1506730

Result: Satisfactory

**WOODS, RAYMOND**, CBC58759

Result: Satisfactory

**STAY OF SUSPENSION TO BE LIFTED:**

**BASKIN, SID- CBC1256033**

Result: Stay lifted

**BRAVERMAN, JONATHAN- CGC1518201**

Result: 60 day continuance

**MINARDI, JOSEPH-CBC1254893**

Result: Pulled

**GENERAL SESSION**

The meeting was called to order by Mr. Evetts, at 9:00am. Mr. Donovan gave the Invocation. Ms. Wood led the Pledge of Allegiance.

**REVIEW OF MEETING MINUTES**

- Meeting Minutes for February 2019 meeting – approved
- Meeting Minutes for March 2019 meeting – approved

**EXECUTIVE DIRECTOR’S REPORT – Daniel Biggins**

Mr. Biggins requested the Board excuse absences for the following board members:

- Mr. Cathey
- Mr. Boyette
- Mr. Lawson
- Mr. Kane

Mr. Biggins updated the board on pending legislation affecting the construction industry.

With nothing further to report the board voted unanimously to approve this report.

**CHAIRMAN’S REPORT – Keith Lawson**

Nothing to report.

With nothing further to report the board voted unanimously to approve this report.

**PROSECUTING ATTORNEY’S REPORT – Ian Brown**

Mr. Brown gave the following report:

Mr. Brown introduced a new attorney in his section, Kim Fluharty- Denson.

With nothing further to report the board voted unanimously to approve this report.

**ATTORNEY GENERAL’S REPORT – Tom Barnhart**

**ANDERSON, JOHN A. – PETITION FOR VARIANCE OR WAIVER**

Mr. Anderson was not present.

Mr. Barnhart presented this case stating Mr. Anderson filed a petition for Variance or Waiver on March 4, 2019. The petition was noticed in the Florida Administrative Register on March 29, 2019. Mr. Barnhart noted the Petitioner ask the Board for a variance or waiver of Rule 61G4-16.005, Florida Administrative Code.

After discussion, the board voted the petitioner had standing; after further discussion the board declined to answer, no hardship demonstrated.

**KEARNS, CHARLES – PETITION FOR DECLARATORY STATEMENT**

Mr. Kearns was present.

After discussion, Mr. Kearns was granted a 180 day continuance.

**LATHROP, ADRIANNE – PETITION FOR VARIANCE OR WAIVER**

Pulled from agenda

**NAVARRO, GONZALO & CONRAD, ANDREA – PETITION FOR DECLARATORY STATEMENT**

Counsel was present on behalf of petitioners.

After discussion, the matter was continued 30 days.

**TORRES, DANIEL – PETITION FOR VARIANCE OR WAIVER**

Mr. Torres was present.

Mr. Barnhart presented this case stating Mr. Torres filed a petition for Variance or Waiver on March 4, 2019. The petition was noticed in the Florida Administrative Register on March 28, 2019. Mr. Barnhart noted the Petitioner ask the Board for a variance or waiver of Rule 61G4-16.005, Florida Administrative Code.

After discussion, the board voted the petitioner had standing; after further discussion the board declined to answer, no hardship demonstrated.

## **COMMITTEE REPORTS**

### **EXAMS/CE/PUBLIC AWARENESS COMMITTEE – Ted Feaster**

Mr. Feaster gave the following report:

#### **@ 1<sup>st</sup> ATTEMPT (TRADESMANCE.COM)**

- 1<sup>st</sup> course: FL Contractor 14 Hour HVAC Contractor Package: **approved**
- 2<sup>nd</sup> course: FL Contractor 14 Hour Plumbing Contractor Package: **approved**
- 3<sup>rd</sup> course: FL Contractor 14 Hour Residential Contractor Package: **approved**

#### **A BUILDERS LICENSE TRAINING INSTITUTE**

- 1<sup>st</sup> course: FL International Fuel and Gas Code Review – 3 Hour: **approved**
- 2<sup>nd</sup> course: FL Mastering Isometrics – Simplified 3 Hour: **approved**
- 3<sup>rd</sup> course: FL Plumbers Math – 1 Hour: **approved**
- 4<sup>th</sup> course: FL Plumbers Plan Reading – 1 Hour: **approved**

#### **AAA CONSTRUCTION SCHOOL, INC.**

- 1<sup>st</sup> course: 7 Mandatory Hours: **approved**
- 2<sup>nd</sup> course: Pool Electrical Requirements: **approved**

#### **CONSTRUCTION ESTIMATING INSTITUTE**

- 1<sup>st</sup> course: 14 Hour Financial Responsibility Course: **approved**

#### **EDUCATION INSTITUTE OF FLORIDA**

- 1<sup>st</sup> course: Wage & Hour – Potential Pitfalls: **approved**

#### **FLORIDA CERTIFIED MASTER BUILDER**

- 1<sup>st</sup> course: Risk Management for Builders – Classroom: **approved**
- 2<sup>nd</sup> course: Risk Management for Builders – Internet: **approved**

#### **FLORIDA REFRIGERATION AND AIR CONDITIONING CONTRACTORS ASSOCIATION**

- 1<sup>st</sup> course: Piping Insulation Protection Training: **denied**

#### **FRSA EDUCATION AND RESEARCH FOUNDATION**

- 1<sup>st</sup> course: Wage & Hour – Potential Pitfalls: **approved**

#### **MIKE HOLT ENTERPRISES, INC.**

- 1<sup>st</sup> course: Business Management Live Seminar: **denied**

#### **PALM CONSTRUCTION SCHOOL, INC.**

- 1<sup>st</sup> course: 2017 Combined CE Subjects: **approved**
- 2<sup>nd</sup> course: Internet 2017 Combined CE Subjects: **approved**

#### **REEDY CREEK IMPROVEMENT DISTRICT**

- 1<sup>st</sup> course: Electrical Codes and Applications: **denied**

2<sup>nd</sup> course: Energy Efficiency Code For Building Construction and it's Relationship with the EPCOT Mechanical Code: **denied**  
3<sup>rd</sup> course: EPCOT Accessibility Code Based on the FL Accessibility Code: **denied**  
4<sup>th</sup> course: EPCOT Building Code for Occupancy & Type of Construction: **denied**  
5<sup>th</sup> course: EPCOT Building Code for Safety Construction Requirements: **denied**  
6<sup>th</sup> course: EPCOT Plumbing Code – Plumbing Fixtures: **denied**  
7<sup>th</sup> course: Laws and Rules: **denied**

**ROETZEL & ANDRES LPA**

1<sup>st</sup> course: Medical Marijuana in Florida and It's Impact on Organizations: **approved**

**RECOVERY FUND COMMITTEE- Schelle Wood**

Ms. Wood gave the following report:

Gandel vs. March- Claim No. 2017048660 (*Reconsideration*) - **continued**  
Vanderzyl vs. Scialabba- Claim No. 2018012528 (*Continued from March 2019*) - **denied**  
Churaman vs. Cheney- Claim No. 2018012328- **\$50,000**  
Tarbell vs. Cheney- Claim No. 2018012262- **\$50,000**  
Puehlhron vs. Cheney- Claim No. 2018047116- **\$41,580**  
Koons vs. Cheney- Claim No. 2018011892- **\$50,000**  
Phan vs. Cheney- Claim No. 2018011927- **\$11,182.23**  
Meserve vs. Cheney- Claim No. 2018026126- **\$39,356.20**  
Emke vs. Cheney- Claim No. 2018-040716- **\$15,000**  
Jortzik vs. Roberts, Jr., - Claim No. 2018051560- **denied**  
Lojek vs. Donaldson- Claim No. 2019008558- **\$7,571**  
Gerhard vs. High, Jr., - Claim No. 2018043667- **\$12,225.56**

**OLD BUSINESS**

Removal of old materials from laptops.

**NEW BUSINESS**

With no further business the meeting was adjourned at 9:41am.