

**STATE BAR OF MICHIGAN  
BOARD OF COMMISSIONERS MEETING MINUTES**

President Quick called the meeting to order at 9:31 a.m. on Friday, April 19, 2024, in the Boardroom at the Michael Franck building in Lansing, Michigan.

Commissioners present:

David C. Anderson  
Erika L. Bryant, Secretary  
Aaron V. Burrell  
Hon. B. Chris Christenson  
Ponce D. Clay  
Tanya N. Cripps-Serra  
Sherrie L. Detzler  
Robert A. Easterly  
Nicole A. Evans  
Hon. Kameshia D. Gant  
Lisa. J. Hamameh, Vice President  
Thomas H. Howlett, Treasurer  
Suzanne C. Larsen  
Joshua Lerner  
James W. Low  
Silvia A. Mansoor

Gerard V. Mantese  
Gerrow D. "Gerry" Mason  
Joseph P. McGill, President-Elect  
Thomas P. Murray Jr.  
Valerie Newman  
Takura N. Nyamfukudza  
Nicholas M. Ohanesian  
Hon. David A. Perkins  
Colemon Potts  
Daniel D. Quick, President  
John W. Reiser III  
Hon. Kristen D. Simmons  
Delphia T. Simpson  
Matthew B. VanDyk  
Danielle Walton

Commissioners absent:

Yolanda M. Bennett

Hon. Erane C. Washington

Guests

Jennifer S. Bentley, Michigan Bar Foundation  
Laura C. Musachio, Michigan Bar Foundation

David Watson, ICLE

State Bar staff present:

Peter Cunningham, Executive Director  
Drew Baker, General Counsel  
Margaret Bossenbery, Executive Coordinator  
Sarah Brown, Brand Designer  
Alecia Chandler, Professional Responsibility Programs Director  
Gregory Conyers, Program Director, Diversity Development Program  
Darin Day, Program Director, Outreach  
Katherine Gardner, Assistant Executive Director  
Tatiana Goodkin, Chief Financial Officer Development Manager  
Ashley Hotwagner, Legal Assistant  
Diane Luft, License Fees Coordinator

Robert Mathis, Pro Bono Services & Justice Initiatives Counsel  
Kim Panter, IT Project Coordinator  
Molly Ranns, Director, Lawyers & Judges Assistance Program  
Kristin Sewell, Program Director, Research & Development  
Janna Sheppard, Administrative Assistant  
Jeanette Socia, Director of Human Resources  
Linda Rawls, Unauthorized Practice of Law Counsel  
Marjory Raymer, Director of Communications  
Kari Thrush, Program Director, Lawyer Services  
Nathan Triplett, Director, Governmental Relations

### Consent Agenda

The Board received the minutes from the January 19, 2024, Board meeting.  
The Board received the minutes from the January 4, 2024, Executive Committee meeting.  
The Board received the minutes from the February 22, 2024, Executive Committee meeting.  
The Board received the recent activities of the president.  
The Board received the recent activities of the executive director.  
The Board received the FY 2024 draft financial reports through February 2024.  
The Board received Client Protection Fund Claims.  
The Board received Unauthorized Practice of Law Claims.  
The Board received Model Criminal Jury Instructions.

Mr. Quick asked if any items needed to be removed from the consent agenda. There were none. A motion was offered to approve the consent agenda. The motion was seconded and approved.

### Staff Updates

Ms. Gardner introduced Linda Rawls. Ms. Rawls was hired as the new Unauthorized Practice of Law Counsel. She started working at the Bar in January. She has been in practice for over 15 years. Ms. Rawls also has a master's degree in education. She has been a member of the Ethics Committee and Character & Fitness Committee.

Ms. Goodkin introduced Diane Luft, who is the new License Fees Coordinator. Ms. Luft began working at the Bar in February. Ms. Luft has over 10 years' experience in quality systems and project management.

Ms. Chandler introduced Ashley Hotwagner. Ms. Hotwagner will be working as a legal assistant with the Client Protection Fund and the Unauthorized Practice of Law departments. She began working at the Bar earlier this month. Ms. Hotwagner came to SBM from the mortgage industry.

Mr. Cunningham stated that there will be more hires in the next several months. The State Bar of Michigan currently has 75 full-time employees. Of the current SBM staff, 42 have been employed in their current role for more than four years, 9 have been in their current role between three and four years, and 23 have been in their current role for less than two years. Over the past two years, there have been seven retirements, with at least an additional two expected to occur this year.

**President and Executive Director's Report:** Dan Quick, President and Peter Cunningham, Executive Director.

### President's Report

Mr. Quick informed the group that he has attended numerous events hosted by bar associations around the state. He encouraged others to attend events in their area in support of SBM.

In March, Mr. Quick co-hosted an event with Dennis Archer, which was held at Wayne State University Law School. The event was part of the ABA Task Force for American Democracy and was part of a cross-country tour focused on addressing key issues facing our democracy, such as ensuring election integrity and improving civic dialog. The event included speakers from around the country.

Mr. Quick and Mr. Triplett were joined by Justice Zahra and Jennifer Bentley from the Michigan State Bar Foundation to lobby Michigan's Congressional delegation for continued funding for the Legal Services Corporation as a part of ABA Day in Washington, D.C. Mr. Quick reported that this important work has resulted in bipartisan support for funding for civil legal aid among Michigan's delegation.

#### Licensing Fee Status

Mr. Cunningham reported that as of February 29, 2024, the number of active, inactive, and emeritus members and who are in good standing is 46,606 members, which is a decrease of 218 attorneys since the beginning of the year; and the number of paying attorneys has decreased by 854. A total of 493 new attorneys have joined SBM since the beginning of the year.

#### Interim Administrator Program Update

Mr. Cunningham shared that 17,004 attorneys have designated interim administrators; 3,409 attorneys have enrolled in the SBM interim administrator program and have paid the \$60 fee; and there are 2,032 names on the list of attorneys willing to serve as an interim administrator.

As of March 15, 2024, there were 277 private practice attorneys who had not yet identified an interim administrator or had not yet completed the process and were automatically enrolled in the SBM program. A \$60 fee was added to these attorneys' accounts. Following the first notification, about 15% have paid the fee. Any attorney who had not yet completed the process and was automatically enrolled, will have this fee waived if they complete the process before the end of FY 2024. These individuals have and will continue to receive an email every two weeks from the State Bar reminding them to complete the process.

The State Bar of Michigan is aware of 18 active interim administration appointments throughout the State's circuit courts. Three are being administered by the State Bar of Michigan serving as interim administrator. In these cases, the affected attorney was enrolled in the State Bar of Michigan's Interim Administrator Program or did not name an interim administrator and the State Bar of Michigan was unable to match these members to an interim administrator. So, the State Bar becomes the default backup to serve.

In 13 cases, an affected attorney designated their own interim administrator prior to becoming unable to practice and that attorney or law firm petitioned the court for appointment as interim administrator and the appointment was granted.

The remaining two cases involve members who were enrolled in the State Bar of Michigan's Interim Administrator Program and the State Bar was able to successfully match those members to a willing interim administrator once those members became unable to practice.

#### Michigan Commission on Well-Being in the Law (WBIL)

Ms. Ranns reported that the executive team has had several meetings since the beginning of the year. The initial meeting of the entire Commission was held on March 11, 2024, at the Hall of Justice. Their next meeting will be on Monday, May 13, 2024.

There will be a Virtual Wellness Event on Friday, April 26, 2024, at 10:00 a.m., which will feature keynote speaker, Jordana Confino.

#### MSC Diversity Equity and Inclusion Commission

Mr. Cunningham reported that the Michigan Supreme Court's Diversity, Equity, and Inclusion Commission has had one meeting, where they adopted the strategic plan. The Commission has formed four work groups to begin the initial work of implementing the strategic plan. Those work groups are: 1) Convening Court DEI Leaders and Curate Talent Resources; 2) Gather and Analyze Workforce Data in the Court System; 3) Strengthen Career Pathways and Partnerships Pipeline Work; and 4) Expand Judicial Career Resources and Improve Judicial Qualifications Review Process. He reported that all workgroups have held their initial meetings and are in the process of identifying their initial goals.

#### MSC Justice for All Commission

Mr. Cunningham shared that the Justice for All Commission met in March. Mr. Cunningham is on this Commission and serves on the executive committee. Mr. Quick is on the Commission as an appointee of the State Bar. The Commission is in the process of revising forms and making them more accessible to the public. There are pilot programs focusing on placing navigators at courthouses to help answer questions at the self-help centers.

#### Artificial Intelligence Work Group Update

Mr. McGill reported that the AI workgroup has been very busy. Mr. McGill shared that he has been asked to serve on the ABA workgroup, which is working towards a presentation at the annual meeting in Chicago in August. Mr. McGill is also serving on the Michigan Judicial Council AI workgroup, which is working towards making recommendations to the Michigan Supreme Court and are due in October.

The SBM workgroup has met several times. The focus thus far has been on how SBM can support members of the Bar with useful resources and tools. Mr. Mason has brought in consultants that he has worked with to help explain the science behind AI and consider issues for further investigation.

Initially the group had discussed hosting a summit on AI, however, that idea quickly evolved into creating a series of webinars which would be available to members of the State Bar. Topics of these webinars would focus on the ethics of using AI, how to use AI, etc.

#### 2024 SBM Officer Election Materials

Ms. Bossenbery shared that letters and materials for potential candidates must be submitted by June 11, 2024, to Peter Cunningham and Dan Quick. The submission deadline for petitions for open Board of Commissioner and Representative Assembly seats is Tuesday, April 30, 2024. Election materials will be circulated to commissioners on July 19, 2024. Elections will take place during the July 26, 2024, Board meeting.

Mr. Howlett identified a concern that has been raised regarding the order of elections of SBM officers. Due to the result of the current order of elections, the concern is that an officer can be treasurer of a multi-million-dollar budget without having any experience on the Finance committee or any budget experience. Upon conducting research, Mr. Howlett learned that this is the way it's been done for decades. Mr. Howlett proposed that going forward, newly elected officers to the

Board of Commissioners should begin as secretary with a requirement that they serve on the Finance Committee during their first year. From this position, the officer would then move on to serving as the Treasurer during their second year as an officer. The Board voted unanimously to support this proposal.

#### eJournal Redesign

Ms. Raymer acknowledged the many banners and materials in the Atrium in the Bar building. These items have been created to help bring more attention to the work of the Bar. They will be used at various SBM events around the state.

Ms. Raymer shared many details about the current eJournal, which has over 15,000 subscribers. The eJournal is sent out five days a week, has a net promoter score of 64, and has over 700,000 annual page views. In the 25 years the eJournal has been in production, very little has been done to improve or promote this service to the SBM membership. As a result of the work of last year's Strategic Planning committee, the SBM communications department has developed a rebranding plan which, once implemented, will help increase visibility and subscriptions, and possibly create more revenue.

#### **Open Discussion: Challenges & Opportunities for the Profession and Justice System**

##### Access to Justice Campaign Updated and Increasing Attorney Engagement

Ms. Bentley shared the 2022 annual report of the ATJ Campaign. ATJ staff are currently gathering information from legal aid entities across the state to produce the 2023 report.

Currently, there are 1.7 million Michigan residents who are eligible for legal aid. Approximately 55,000 cases per year are handled by legal aid programs across the state. There are 14 regional and statewide legal aid programs.

The ATJ Campaign was launched in 1997 and was centralized in 2018. There is a fundraising committee which works with attorneys across the state to raise funds. Since 2018, there has been a 31% increase in donations from the legal community. In 2023, \$1.2 million was raised by the campaign, which was an increase from \$918,000 in 2018.

Approximately, 12% of Michigan attorneys who reside in Michigan contribute to the fund. If the total amount donated by attorneys in the state was divided amongst the entire Bar membership, it would equate to just \$35 per attorney. The national average is \$75 per attorney donated to civil legal aid causes.

There are 43 leadership firms in the State of Michigan comprised of two or more attorneys who give a minimum of \$300 per attorney. Of the total \$1.3 million raised in 2023, 69% of the campaign was raised by participation of leadership firms, and 79% of the campaign came from major donors who donate \$1,000 or more.

The Board can help the ATJ Campaign reach its short-term goal of \$3.1 million by participating in the campaign, encouraging colleagues to participate, and spreading awareness.

#### **Strategic Planning Committee Report**

Mr. Howlett gave the report in Mr. Clement's absence. The focus of the committee for FY 2024 will include a program review of the Ethics department, including four areas of concentration: ethics

helpline, ethics opinions, ethics rules and guidance, and ethics seminars. The committee will also be looking to implement the net promoter score across the Bar, as well as other metrics that can be used to measure the effectiveness and delivery of programs.

Mr. Cunningham reviewed the Strategic Planning Activities Report (SPAR). This report is intended to summarize all the programs and work that the Bar did in support of the strategic plan during the previous fiscal year. The report continues to evolve, and the newest addition to the report for FY 2023 includes investment levels, which is an estimate of the amount of resources the Bar has invested into each program.

Moving forward, the committee is hopeful that the SPAR will continue to be an impactful tool with its continuation and refinement of investment level information, inclusion of more key performance indicators, and overall facilitation of strategic planning.

**Representative Assembly (RA) Report:** Yolanda M. Bennett, Chairperson

Mr. Reiser gave the report in Ms. Bennett's absence. He shared that there are approximately 40 members expected to be in-person and 70 members virtually for tomorrow's RA meeting. There are currently 29 vacancies.

There are three proposals on tomorrow's agenda. One is a proposal to amend Judicial Code of Conduct, Canon Four, regarding judicial officers' participation in extracurricular activities; a proposal to amend Court Rule Regarding Prevailing Party Attorney Fees; and a proposal to amend the Michigan Court Rules to make recordings of public court proceedings available for public access.

There is one award nomination that will be voted upon, which is to award Elizabeth Hohausser with the Unsung Hero Award. Ms. Hohausser is the director of legal services and policy for the new foster care facility in Oakland county.

**Young Lawyers Section (YLS) Report:** Tanya N. Cripps-Serra, Chairperson

Ms. Cripps-Serra reported that YLS has three new council members, for a total of 26 members on the council.

At the ABA Conference in Louisville, in partnership with the People of Color Project, Darnell Barton spoke at the event titled Passing the Torch: Living Diversity while addressing diversity in the next generation.

Members of YLS were present in February at the Bar exam, where they provided water, pencils, tissues, earplugs, and a variety of other items to test takers. The section does this every February and July during the Bar exam.

There was a lunch and learn with the topic of student loan management held virtually on March 30, 2024, which was well attended. There was also a healthcare law and YLS section event held at Dickinson Wright downtown on April 4, 2024.

The YLS and BOC challenge was held on April 13, 2024, at Top Golf in Auburn Hills. The Commissioners won. YLS members will be contributing personally to ATJ on behalf of the event.

YLS intends to propose a bylaw amendment in June. The anticipated amendment would modify the rules to state that a young lawyer is defined as someone under the age of 36 years and who has been in practice for less than ten years, whichever is greater. The current rule defines a young lawyer as one who is under 36 years and has been in practice less than five years. This amendment would benefit attorneys who followed a non-traditional path to the legal profession. Additionally, they want to clarify whether 'licensed' means five years in practice only in Michigan or elsewhere. Ms. Cripps-Serra will work with SBM staff to determine the appropriate language for the proposal and will bring it to the Board at the June meeting.

Next week, YLS is hosting an event called the Art of Persuasion at Varnum Law with Grand Rapids Bar Association. The event will focus on equipping new lawyers with effective communication skills for use in the court room and in everyday interaction.

The section is also hosting a Mother's Day event on May 11 at the Church of Messiah in Detroit. They will help mothers with legal issues, including mental health issues. They are looking for volunteers to assist. Deputy Mayor Todd Bettison will join as the keynote speaker.

The ABA Young Lawyers Division Spring Conference is being held in Omaha, NE from May 15-18, 2024.

Ms. Cripps-Serra thanked Ms. Silvia Mansoor for working to revamp the newsletter.

## COMMISSIONER COMMITTEES

**Public Policy:** Joseph P. McGill, Chairperson

Mr. McGill provided the report for the Public Policy committee.

### Court Rules

#### **1. ADM File No. 2023-34: Proposed Amendment of MCR 3.967**

The proposed amendment of MCR 3.967 would align the rule with MCL 712B.15, as amended in 2016, to clarify the applicability of qualified expert witness testimony in a removal hearing involving an Indian child.

A motion was offered and seconded to support ADM File No. 2023-34 as drafted. The motion was approved.

#### **2. ADM File No. 2023-36: Proposed Amendments of MCR 3.937, 3.950, 3.955, 3.993, and 6.931**

The proposed amendments of MCR 3.937, 3.950, 3.955, 3.993, and 6.931 would implement 2023 PA 299 and incorporate additional changes from the SADO/MAACS Youth Defense Project regarding requests for and appointment of appellate counsel in cases involving juveniles.

A motion was offered and seconded to support ADM File No. 2023-36 as drafted. The motion was approved.

**3. ADM File No. 2023-36: Proposed Amendments of MCR 3.901, 3.915, 3.916, 3.922, 3.932, 3.933, 3.935, 3.943, 3.944, 3.950, 3.952, 3.955, 3.977, and 6.931 and Proposed Addition of MCR 3.907**

The proposed amendments would implement the Justice for Kids and Communities legislation and align with recommendations of the Michigan Task Force on Juvenile Justice Reform.

A motion was offered and seconded to support ADM File No. 2023-36 as drafted. The motion was approved.

Legislation

**1. HB 5393** (Hope) Juveniles: other; default maximum time for a juvenile to complete the terms of a consent calendar case plan; increase to 6 months. Amends sec. 2f, ch. XHIA of 1939 PA 288 (MCL 712A.2f).

A motion was offered that this legislation is *Keller* permissible. The motion to support was seconded and approved.

A motion was offered and supported to support HB 5393 with the proposed amendments. The motion passed.

**2. HB 5429** (Morse) Children: services; court-appointed special advocate program; create. Creates new act.

A motion was offered that this legislation is *Keller* permissible. The motion to support was seconded and approved.

A motion was offered and supported to support HB 5429 with the proposed amendments. The motion passed.

**3. HB 5431** (Andrews) Civil procedure: remedies; wrongful imprisonment compensation act; modify evidence requirements. Amends secs. 2, 4, 5 & 7 of 2016 PA 343 (MCL 691.1752 et seq.).

A motion was offered that this legislation is *Keller* permissible. The motion to support was seconded and approved.

A motion was offered and supported to support HB 5431 with the proposed amendments. The motion passed.

The motion passed via roll-call vote.

Commissioners voting in support: Anderson, Bryant, Burrell, Christenson, Clay, Cripps-Serra, Detzler, Easterly, Evans, Gant, Hamameh, Howlett, Larsen, Lerner, Low, Mansoor, Mantese, Mason, McGill, Newman, Nyamfukudza, Ohanesian, Perkins, Potts, Quick, Reiser, Simmons, Simpson, VanDyk.

Commissioners voting in opposition of the position: Walton.



Commissioners abstaining: Murray.

**4. HJR O** (Green) Elections; judicial; incumbency designation for judges; eliminate. Amends sec. 24, art. VI of the state constitution.

**HB 5565** (Green) Elections; judicial; incumbency designation for judges; eliminate. Amends secs. 409b, 409l, 424, 424a, 433, 444, 467b, 467c, 467m, 561 & 696 of 1954 PA 116 (MCL 168.409b et seq.) & repeals sec. 435a of 1954 PA 116 (MCL 168.435a).

A motion was offered that this legislation is *Keller* permissible. The motion to support was seconded and approved.

A motion was offered and supported to take no position on HJR O and HB 5565. The motion passed via roll-call vote.

Commissioners voting in support: Anderson, Bryant, Burrell, Clay, Cripps-Serra, Detzler, Easterly, Evans, Hamameh, Howlett, Larsen, Lerner, Low, Mansoor, Mantese, Mason, McGill, Murray, Newman, Nyamfukudza, Ohanesian, Potts, Quick, Reiser, Simpson, VanDyk, Walton.

Commissioners voting in opposition of the position: None.

Commissioners abstaining: Christenson, Gant, Perkins, Simmons.

**5. SB 665** (Hoitenga) Courts: district court; magistrate qualifications; modify. Amends secs. 8501 & 8507 of 1961 PA 236 (MCL 600.8501 & 600.8507).

A motion was offered that this legislation is *Keller* permissible. The motion to support was seconded and approved.

A motion was offered and supported to SB 665 with the proposed amendments. The motion passed.

**6. SB 688** (Chang) Juveniles: juvenile justice services; certain information sharing for research purposes in juvenile justice cases; allow. Amends sec. 9 of 1988 PA 13 (MCL 722.829).

A motion was offered that this legislation is *Keller* permissible. The motion to support was seconded and approved.

A motion was offered and supported to support SB 688 with the following proposed amendments:

- Specific requirements for data-sharing agreements (specifically limitations on time and use of such records, and security and record destruction requirements);
- An additional provision requiring courts to maintain comprehensive records identifying all entities that have made requests to see records and what records are released; and

- A sanction provision (or extension of the sanction provision at MCL 722.829(4)) that would apply to researchers and their universities, agencies, or organizations who violate the data-sharing agreement required in subsection (2).
- A definition of the term “researcher.”

The motion passed.

**Audit:** Thomas H. Howlett, Chairperson  
Audit Committee

Mr. Howlett reported that there was just one item brought forth with the audit, which is to conduct a cyber-security audit, which will occur within the next fiscal year.

**Finance:** Thomas H. Howlett, Chairperson  
Financial Report

Mr. Howlett provided a report on the committee’s review of the 2024 financial reports. The Board members received copies of the documents discussed.

The finance department software has been completely changed, which has been a great deal of work. One of the most significant reasons we are favorable to budget is due to higher revenues in IAP which has helped to offset the revenue lost due to the lower rates of membership.

Two-thirds of the annual budget is for staff salaries. We are always looking at ways to improve costs.

There has been an increase in cyber-insurance, looking at building insurance costs, and SBM staff is looking at whether we need to carry professional liability insurance with the addition of IAP.

**Professional Standards:** Erika L. Bryant, Chairperson  
ABA House of Delegates Appointments

Ms. Bryant provided a brief report following their meeting this past Tuesday. The Committee reviewed the UPL and CPF claims that were included in the Board book.

The Committee also reviewed the materials of three applicants for ABA House of Delegates appointments. Two of the delegates submitted letters of interest to be reappointed to the House of Delegates, and a third candidate applied for the first time.

The committee voted unanimously to recommend the reappointment of Carlos Escurel and Sheldon Larkey for a two-year term expiring at the end of the ABA meeting in 2026. The Committee also unanimously recommended the appointment of Mark Armitage for a two-year term expiring at the end of the ABA meeting in 2026.

The motion was approved.

**Communications and Member Services (CAMS):** Lisa J. Hamameh, Chairperson  
Ms. Hamameh provided the report from the CAMS Committee.

State Bar of Michigan Awards

Ms. Hamameh said that the SBM Awards Committee met and recommends the following nominees to the Board to receive 2024 State Bar of Michigan Awards.

The Committee recommends Maura D. Corrigan to receive the Roberts P. Hudson Award; Edward Plawecki, Jr., and William Wolfson to receive the Frank J. Kelley Distinguished Public Service Award; Marilena David, Andrew Densemo, Bonsitu Kitaba-Gaviglio, and Erika Riggs to receive the Champion of Justice Award; Professor Gary Maveal from University of Detroit Mercy to receive the John W. Reed Michigan Lawyer Legacy Award. There were no nominations for the Kimberly Cahill Bar Leadership Award.

A motion was offered and supported to accept the recommendations of the Awards Committee. The motion was approved.

Justice Initiatives Chair, Ashley Lowe, and Robert Mathis recommended Wendolyn Richards for the 2024 John W. Cumiskey Pro Bono Award.

A motion was offered and supported to accept the recommendations of the Awards Committee. The motion was approved.

There are currently 161 attendees registered for the GLCC, and 247 registrants, 113 of whom are honorees for the 50 Year Celebration in May.

**FOR THE GOOD OF THE PUBLIC AND THE PROFESSION**

**Comments or questions from Commissioners**

Mr. Mason shared that Judge Melissa Pope has invited the Commissioners to attend a session of the Tribal Court tentatively scheduled for June 21, 2024, and a pow wow, tentatively scheduled for June 22, 2024. Judge Pope and the Tribal Court would like to give a presentation to the Board on the important work they do. If interested, Mr. Mason will work with Ms. Bossenbery and Judge Pope to arrange a meeting date.

Mr. Ohanesian shared that he, Judge Gant, and Mr. Day recently judged high school mock trials. They encouraged Commissioners to volunteer at regional events around the state. This is an SBM funded event. Judge Gant added that she is on the board for this program.

Mr. Mantese reminded the Board of the proposal being made regarding videotaping in courtrooms that is being presented to the Representative Assembly tomorrow morning.

**Comments or questions from the public**

None.

**Adjournment**

The meeting was adjourned at 12:51 p.m.