

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board was held on Thursday, October 2, 2025, at 9:00 a.m., in the Emera Innovation Exchange, Room B2007, Signal Hill Campus and via Microsoft Teams.

PRESENT:

Mr. Justin Ladha, Chair
Dr. Janet Morrison, President and Vice-Chancellor
Dr. Jennifer Lokash, Provost and Vice-President (Academic)
Chancellor Earl Ludlow
Ms. Michelle Baikie, via Microsoft Teams
Ms. Leigh Borden
Dr. Rex Gibbons
Mr. Bob Hallett
Dr. Ash Hossain
Mr. Carter McNelly
Ms. Trudy Morgan-Cole
Ms. Nathalie Pender
Mr. Tim Powers, via Microsoft Teams
Dr. Lloydetta Quaicoe
Mr. Anik Rahman
Ms. Andrea Stack
Ms. Eleanor Swanson
Ms. Lynn Zurel
Ms. Tina Scott, Secretary to the Board

APOLOGIES:

Apologies were received from Mr. Andrew Mercer, Chief Brendan Mitchell.

PRESENT BY INVITATION:

Dr. Tana Allen, Vice-President (Research) *pro tempore*; Ms. Catharyn Andersen, Vice-President (Indigenous); Dr. Paul Brett, Vice-President (Marine Institute) *pro tempore*; Ms. Margot Brown, Executive Director, Office of the President; Dr. Ken Jacobsen, Interim Vice-President (Grenfell Campus); Ms. Lisa Russell, Executive Director, Board of Regents; Mr. Scott Worsfold, General Counsel.

7227. MEETING CALLED TO ORDER

The meeting was called to order at 9:00 a.m. by Mr. Justin Ladha.

The Chair welcomed Dr. Janet Morrison, President and Vice-Chancellor of Memorial University to her first meeting of the Board of Regents in her capacity as President and Vice-Chancellor.

He then extended a warm welcome to Ms. Trudy Pound-Curtis, Vice-President (Administration and Finance) to her first regular meeting of the Board.

7228. APPROVAL OF THE AGENDA/CONFLICT OF INTEREST

Following the call for the approval of the agenda, Mr. Ladha provided members and those present by invitation with the opportunity to declare if they were in a conflict of interest position or a potential conflict of interest position with regard to any agenda items.

7229. MINUTES

The Minutes of the Regular Meeting held on July 8, 2025, the Special Meetings held on July 16, 2025, and August 29, 2025, were approved by the Board.

7230. CHAIR'S REPORT

A. Meeting of the Executive Committee – September 16, 2025

The Chair noted that the Executive Committee met on September 16, 2025, to finalize the agenda for today's meeting of the Board. In doing so, he thanked members for their continued support in their respective roles on Board Committees. In addition, Mr. Ladha provided updates on his activities since the last meeting of the Board.

B. Election of the Vice-Chair

The Chair noted that Clause D.22 of the Board Bylaws states that the Board shall elect one of its members to act as vice-chairperson of the Board for a term of two years. The Chair then announced that one confirmed nomination has been received and, as a result, Mr. Anik Rahman was acclaimed as the Vice-Chair of the Board of Regents for another term of two years or until his term on the Board expires, whichever occurs earlier. Mr. Ladha thanked Mr. Rahman for agreeing to continue to serve in this important role and joined with the Board in expressing congratulations.

7231. PRESIDENT'S REPORT

A. President's Update of Activities

Dr. Morrison provided a presentation to the Board on the following topic "What leading at Memorial Means to Me". A copy of the full presentation was provided in the background documentation.

OPEN DISCUSSION AGENDA

7232. EXECUTIVE COMMITTEE

A. Board of Regents Continuing Education and Professional Development Policy Review

The Board received and reviewed the proposed changes to the “Board of Regents Continuing Education and Professional Development Policy”.

Board members were advised that the Board of Regents Continuing Education and Professional Development Policy outlines the Board of Regents’ commitment to the development of its Members and set out the authority and responsibilities, relating to continuing education and professional development opportunities. The Office of the Board of Regents began the review of this policy in summer of 2024. The review considered an environmental scan of 33 Canadian universities, and the current needs of both the Board of Regents and Memorial University broadly. This resulted in a number of proposed amendments. The amended policy was circulated to Board members in Spring 2025 for consultation. A copy of the feedback received was provided in the background documentation as Appendix A.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Board of Regents Continuing Education and Professional Development Policy as outlined in the background documentation.

B. Amendments to the Development, Approval and Administration of University Policies

The Board received and reviewed background information pertaining to amendments to the Development, Approval and Administration of University Policies.

Board members were advised that Memorial University's non-academic policies and procedures are governed by the policy on Development, Approval and Administration of University Policies. An element of policy administration is periodic review of policies to ensure continued effectiveness. The current policy provides for the following:

“The policy Sponsor shall conduct a review of their policies every four years or earlier if needed. A review involves assessing an existing policy to monitor the effectiveness of the ongoing administration of the policy.”

Amendments to the Development, Approval and Administration of University Policies (cont'd)

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the revisions of the Development, Approval and Administration of University Policies as outlined below and in the background documentation:

- Set the review date as 5 years from approval or revision
- The application of the term review date will be that the policy review should be completed by the review date to avoid the policy becoming past due for review

C. Policy: Use of Copyright Materials

The Board received and reviewed background information pertaining to the Policy “Use of Copyright Materials”.

Board members were advised that on October 8, 2024, the President’s Executive Council approved the proposal to review the Policy “Use of Copyright Materials”. The policy outlines Memorial University’s position on the use of copyrighted material by members of the institution. It does not address questions of ownership regarding copyright materials created by Memorial University faculty, staff, or students as such matters are more appropriately covered under the Intellectual Property policy. The Working Group reviewed the Jurisdictional Scan and current University practices. As a result, a definition of Fair Dealing was added, and the definition of University Community was refined. Additionally, language was included to clarify responsibilities related to copyright within the University.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the revisions to the Policy “Use of the Copyright Materials” and as outlined in the background documentation.

7233. SENATE MATTERS

A. Change to Department name from “Biochemistry” to “Human Biosciences”

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on September 9, 2025 with respect to the Department of Biochemistry name change to the Department of “Human Biosciences”.

Change to Department name from “Biochemistry” to “Human Biosciences” (cont’d)

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Department of Biochemistry name change to the “Department of Human Biosciences”.

CLOSED SESSION – CONSENT AGENDA

Mr. Ladha provided members and those present by invitation with another opportunity to declare if they were in a conflict of interest position or a potential conflict of interest position with regard to any agenda items.

The Chair also noted that the items were dealt with in detail in meetings of the appropriate committees. It was then moved by Ms. Baikie, seconded by Mr. Rahman and carried that the consent agenda, comprising the resolutions listed in 7234 through 7237 below, be approved as follows:

7234. AUDIT AND FINANCE COMMITTEE

- A. The Office of Internal Audit: 2024-2025 Annual Internal Audit Summary Report

The Board received for information the 2024-2025 Annual Internal Audit Summary Report. It was noted that the Annual Internal Audit Summary report is provided to reflect information on risk and assurance activity during the year as well as a summary on the status of progress on internal audit recommendations. As the University administration navigate changes in response to decreased resources, progress on managing risks is continuing in alignment with attention to prioritization. Thematic categories have been used in the report to describe opportunities to improve governance, data driven decision making and integrated technology solutions. Further information regarding the outcomes of the continuous risk assessment was provided in the background documentation.

- B. Summary of Corporate Governance Checklists provided by Separately Incorporated Entities (SIEs) for 2024/25 Fiscal Year

The Board received for information the summary of Corporate Governance Checklists as provided by the Separately Incorporated Entities (SIEs) for the 2024/25 Fiscal Year. On an annual basis, each SIE is required to complete a Corporate Governance Checklist for presentation to the Board of Regents. The checklist provides assurance to the Board that each SIE has maintained all annual corporate filings, has appropriate insurance coverages, and has provided copies of their audited financial statements and annual report (if appropriate) along with disclosure of any identified material liabilities or contingent liabilities of the corporation. The checklist also provides summary information regarding each SIE’s progress toward meeting the 50/30 challenge. A summary of the responses

Summary of Corporate Governance Checklists provided by Separately Incorporated Entities (SIEs) for 2024/25 Fiscal Year (cont'd)

of each SIE to the checklist questions and a table outlining their progress toward meeting the 50/30 challenge was provided in the background documentation. It was also noted that at a meeting held on July 8, 2025, the Board approved an investment of \$250,000 to open and review the SIE agreements. The plan will include addressing issues identified in the AG Report and will result in improvements to this governance checklist.

C. Summary of Memorial University's Corporate Governance Checklist for 2024/25 Fiscal Year

The Board received for information the summary of Memorial University's Corporate Governance checklist for the 2024/25 Fiscal Year. On an annual basis, Memorial University completes a Corporate Governance Checklist for presentation to the Board of Regents. The checklist provides assurance to the Board of Regents that Memorial University has maintained all applicable corporate filings, has appropriate insurance coverages, and has provided copies of their audited financial statements and annual report along with disclosure of any identified material liabilities or contingent liabilities of the University. The checklist responses for Memorial University were provided in the background documentation. It was noted that with regard to the 50/30 challenge, the University has promoted its participation; however, will be proactive with provincial government, student unions, and alumni, of the University's participation and request they consider this when bringing forward their appointees.

D. Risk Reporting Framework

The Board received for information the Risk Reporting Framework. The restructuring of the Office of the Chief Risk Officer (OCRO) which started in November 2024 is now complete. The units of the previous structure included Environmental Health and Safety (EHS), Risk Management, Protective Services and Emergency Management. EHS now reports to the Associate Vice-President People and Culture; Risk Management is reporting to the Associate Vice-President Finance and Chief Financial Officer; and Protective Services is a stand-alone service unit, including Emergency Management, with the Director reporting to the Vice- President (Finance and Administration) (VPFA).

Under the former OCRO structure, the Board would receive an annual report of the units' activities (July), and a report on Risk & Insurance (December). To ensure quality of reporting and information for the Board going forward, the VPFA is submitting to the board a framework for reporting on risk including Risk Management and Insurance, Health and Safety, Cybersecurity, and Protective Services. An Enterprise Risk Program will be reinitiated in 2026.

E. Risk Management Report

The Board received for information the Risk Management Report. The Report highlights institutional risk management at the University and how it is managed and mitigated in the ever-changing landscape in which post- secondary institutions exist. The report also includes an overview of Memorial's insurance portfolio for 2025.

F. Assessment of insurance contribution rates and comparison to the Provincial Government – AG Report Recommendation 6.2.6

The Board received for information the assessment of insurance contribution rates and comparison to the provincial government as it relates to the AG Report Recommendation 6.2.6. In the 2023 Auditor General's report recommendations, an assessment of group insurance contribution rates for employees in comparison to those of the Government of Newfoundland and Labrador (GNL) was requested. While both Memorial and GNL offer comprehensive benefits there are differences in cost sharing arrangements (employee vs employer paid premiums) between the two. Most public service employers in NL are participants in GNL's group insurance plan and public service pension plan (eg. NL Health Services, NL Liquor Corporation, CONA, etc.). Memorial is not a participant in GNL's group insurance or public service pension. Those that do participate in GNL's plan are subject to the same cost sharing arrangements as those employed by GNL.

In November 2019 Memorial's benefit consultant, HUB (formerly Morneau Shepell) was tasked with completing a benchmark study comparing Memorial's group insurance benefits with those offered by other employers in the local, Atlantic, and national marketplaces. Participants, which included GNL, varied from regional public and private sector employers, one national employer, and eight post-secondary institutions. When recruiting and retaining employees, Memorial is most often competing with other post- secondary institutions, so their benefits package arrangements are an important consideration. The results of the assessment of insurance contribution rates and comparison to the provincial government, were provided in the background documentation.

G. Appointment of Vice-President (Administration and Finance) as Bursar

The Board received background information and approved the appointment of Ms. Trudy Pound-Curtis as Bursar, effective August 25, 2025 and as outlined in the background documentation noting that all acts and things hereof, including, but not limited to, the execution of documents pursuant to Section 42 of the *Memorial University Act*, are hereby ratified, confirmed and approved by the Board of Regents.

H. Appointment of Special Constables

The Board received background information and approved in principle, the appointment of two Special Constables, and a comprehensive implementation plan which will be submitted at a future meeting for approval of the Minister of Justice and Public Safety as per s.34 of the *Memorial University Act* and as outlined in the background documentation.

I. Separately Incorporated Entity (SIE) – Board of Director appointments

The Board was informed that at a meeting held on September 25, 2025, the Audit and Finance Committee approved the appointments to the Memorial University Recreation Complex Inc. (MURC) Board of Directors and the Campus Childcare Inc. Board of Directors as outlined in the background documentation and as follows:

Memorial University Recreation Complex

- Dwayne Taverner, reappointed as the Human Kinetics and Recreation representative for a term of one-year effective October 2, 2025
- Dr. Angie Clarke, reappointed as the administrative representative for a term of one-year effective October 2, 2025
- Tim Turner, reappointed as Chair for a term of one-year effective October 2, 2025

Campus Childcare Inc.

- Dr. Darcy Hallett, appointed as the Department of Psychology representative for a term of two years effective October 2, 2025

J. Update on the 2023 Auditor General Report

The Board received for information an update on the 2023 Auditor General Report. The Office of the Auditor General (OAG) completed its Performance Audit of Memorial University in 2023 with eight recommendations, and submitted a Management letter in January 2024 that they would return in two years to assess the implementation of the recommendations. The University has received correspondence from the OAG which indicates that the University is to do a self-assessment by completing a progress form up to August 31, 2025. The University will provide the self-assessment by the deadline noted in the correspondence.

K. Outstanding Items for the Audit and Finance Committee in relation to the Auditor General

At a meeting held on September 25, 2025, the Audit and Finance Committee received background information pertaining to the outstanding items in relation to the Auditor General as it relates to the Audit and Finance Committee. It was noted that all Committees of the Board that have outstanding items also received the update at each of its meetings.

7235. HUMAN RESOURCES COMMITTEE

A. Senior Leadership position vacancies and upcoming renewals

The Board received for information a regular status update regarding senior leadership position vacancies and their associated recruitment status that requires Board approval. The Board has requested regular updates regarding senior leadership position vacancies and their associated recruitment status, and senior leadership positions held by academic administrators which may be renewed, following a five-year term, subject to review. In addition to the update, the Board also received information outlining the process for approvals of such appointments.

B. Report on Executive Position (ie Vice-Presidents) Vacancies

The Board received for information an update on Executive position (ie Vice-Presidents) vacancies in senior leadership Executive positions, and reviews for academic leaders following the initial five-year term. Board members were advised that the update is on senior leadership position vacancies and their associated recruitment status that requires Board approval. The report was introduced as a mechanism to apprise the Board of Regents of the progress of searches for academic and administrative Executive positions for which the Board is responsible for approving the appointments to these roles. For academic leadership positions, the recruitment and review of these positions is guided by the procedures governing the appointment, review, promotion and tenure of academic administrators which [may be viewed here](#).

C. Appointments Reports

The Board received for information the Report on Academic Appointments for the St. John's and Grenfell Campuses for actions taken since July 8, 2025. The appointments reports are a detailed record of all academic appointments, leaves, promotion and tenure that have been approved by the President in accordance with the Terms of Reference of the Human Resources Committee of the Board.

D. Health and Safety Report

The Board received for information the Health and Safety Report. The Environmental Health and Safety (EHS) unit ensures compliance with health and safety legislation and manages the University's Health and Safety Management System across all campuses, including St. John's, Grenfell, Labrador, Signal Hill and the Marine Institute. EHS supports the identification and mitigation of risks to maintain a healthy and secure environment for working, teaching, learning, and living and fosters a proactive, risk driven, people centered culture that promotes continuous improvement, aligns with industry standards, and enhances the experience for students, faculty, and staff. Since April 2025, EHS has operated under the People and Culture portfolio, enabling strengthened collaboration with Human Resources to provide integrated support for health, safety, and wellbeing.

Health and Safety Report (cont'd)

The report provides an overview of Memorial's health and safety performance, activities, psychological health and safety, emerging and high-profile issues, a copy of which was provided in the background documentation.

E. Outstanding items for the Human Resources Committee in relation to the Auditor General

At a meeting held on September 23, 2025, the Human Resources Committee received background documentation pertaining to the outstanding items in relation to the Auditor General as it relates to the Human Resources Committee. It was noted that all Committees of the Board that have outstanding items also received the update at each of its meetings.

7236. PHYSICAL AND DIGITAL INFRASTRUCTURE COMMITTEE

A. Update on Major Capital Projects

The Board received for information an update on major capital projects. Memorial University's Capital Projects are approved by the Board of Regents consistent with the Capital Projects Policy. Facilities Management regularly provides the status of major capital projects to the Physical and Digital Infrastructure Committee, through the President's Executive Council and the President via this report. A copy of the update on Major Capital Projects was provided in the background documentation.

B. Reappointment of representative on the C.A. Pippy Park Commission

The Board received background information and approved the reappointment of Ms. Rayna Luther as Memorial University's representative on the C.A. Pippy Park Commission for a three-term effective October 2, 2025 and as outlined in the background documentation.

C. Naming of the spaces within the Student Design Hub in the Faculty of Engineering and Applied Science

The Board received background information and approved the naming of Rooms EN1017 and EN1015B as the "Cenovus Energy Design Labs" and EN1040 as the "Cenovus Energy Assembly Space" for a term of five years and as outlined in the background documentation.

D. 2025 Canada Games at Memorial University Update

The Board received for information an update of the final preparations and wrap-up activities for the 2025 Canada Games at Memorial University. The update, a copy of which was provided in the background documentation, included the following topics:

2025 Canada Games at Memorial University Update (cont'd)

- Capital Projects
- Restoration of Campus
- Marketing and communications
- Human Resources
- Financial Impacts

The Board expressed their appreciation for the outstanding efforts of the Memorial Community that contributed to the success of the games.

7237. EXECUTIVE COMMITTEE

A. Board of Regents Skills Matrix Review

The Board received background information and approved the updated Skills and Competencies Matrix Survey as outlined in the background documentation.

B. Outstanding Items in relation to the Auditor General

At a meeting held on September 16, 2025, the Executive Committee received background documentation pertaining to the outstanding items in relation to the Auditor General as it relates to the Human Resources Committee. It was noted that all Committees of the Board that have outstanding items also received the update at each of its meetings.

CLOSED SESSION – DISCUSSION AGENDA

7238. AUDIT AND FINANCE COMMITTEE

A. 1st Quarter Financial Report and Update on Enrolment

The Board received and reviewed background information pertaining to the 1st quarter financial report and update on enrolment.

Committee members were advised that on May 14, 2025 the Board of Regents approved the University's Operating Budget and the Faculty of Medicine Budget for the fiscal year 2025-26. The total combined approved budget was \$514.222M dollars. As part of the approved budget, permanent budget allocation reductions of \$20.855M were applied across the various portfolios.

While the University has implemented permanent budget allocation reductions of \$20.855M for 2025-26, it will be extremely challenging to achieve the full cost reductions within one year. All portfolio leaders are working closely with their units to emphasize the importance of achieving these reductions, it is very early in the academic year to gauge the success of all the actions being taken. When the second quarterly report is presented to the Board in December, the University will be in a better position to gauge the success of the actions being taken.

1st Quarter Financial Report and Update on Enrolment (cont'd)

The other most significant risk to the current year's budget is the status of enrolment for the incoming class. Early indications point to continued enrolment decline at both the undergraduate and graduate level. A copy of the updated enrolment report as at September 23, 2025, was provided in the background documentation. The estimated impact on the projected revenue budget for the year is a \$6.2M shortfall. All other University revenue is forecast to be on budget. A new format for quarterly reporting of critical financial metrics is in progress. In addition to the regular reporting of the quarterly report some additional new reporting is being planned at this time. Additional areas of reporting will include:

This item was received for information and did not require a resolution of the Board.

7239. EXECUTIVE COMMITTEE

A. President's Goals and Objectives

The Board received and reviewed the President's Goals and Objectives for Dr. Janet Morrison, President and Vice-Chancellor for 2025-2026.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approved the President's Goals and Objectives to March 31, 2026 as outlined in the background documentation.

B. Summary of Fall 2025 enrolment data as of the end of regular registration, September 23, 2025

The Board received for information the summary of Fall 2025 enrolment data as of the start of classes, September 9, 2025. This report provides an update on student enrolment and course registration data following the last day to add courses (September 23). There has been no significant change since the previous report (September 9, 2025). The report included the following information:

- Fall 2025 Enrolment Summary: A summary of student enrolment for the Fall 2025 semester as of the end of regular registration for undergraduate and graduate programs as well as Marine Institute programs (Advanced Diploma, Post-Graduate Certificate, Diploma of Technology, Technician Diploma, and Technical Certificate).
- Overall Impacts: A summary of potential impacts on application and tuition revenue.

The Board engaged in a lengthy discussion regarding the enrolment data. The Board also noted that the enrolment reports would be placed on the Open Discussion agenda for future meetings of the Board.

C. Appointment of Student Representative as nominated by the Graduate Students Union

The Board received and reviewed background information pertaining to the appointment of the student representative as nominated by the Graduate Students' Union (GSU).

Board members were advised that at a meeting held on October 3, 2024, the Board of Regents considered the recommendation to appoint Mr. Shaheen Shah as the GSU representative on the Board. The GSU, while acknowledging that Mr. Shah's appointment is still under consideration by the Lieutenant Governor-in-Council, has since advised that Mr. Shah is no longer a full-time student at Memorial University and are therefore, recommending a new nomination.

Section 22(2)(d) of the *Memorial University Act* reads as follows:

- “(2) The Board shall consist of
- (d) 4 members appointed by the Lieutenant-Governor in Council being full-time students of the University who:
 - i. meet the requirements set out in the regulations, and
 - ii. are recommended to the Lieutenant-Governor in Council by the Board following recommendation to the Board of one candidate each from the following student unions:
 - A. the Memorial University of Newfoundland Students' Union
 - B. the Graduate Students' Union
 - C. the Marine Institute Students' Union
 - D. the Grenfell Campus Students' Union”

Further, Section 30(3) of the *Memorial University Act* reads as follows:

“(3) In the case of an appointed member the person appointed shall hold office only for the remainder of the term for which his or her predecessor was appointed.”

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents accept the nomination of Megan Scott as a member of the Board of Regents as requested by the Graduate Students' Union, and that the Board recommend their appointment to the Lieutenant-Governor-in-Council, for a term in accordance with the *Memorial University Act*.

D. Board and Committee Meeting Dates 2026

The Board received and reviewed background information pertaining to the Board and Committee meeting dates for 2026. As per the Board Bylaws, Clause F.35 “Regular Meetings” states:

“The Board shall hold regular meetings (“Regular Meetings”) in accordance with its schedule. The schedule shall be determined by the Board following a recommendation from the Secretary made in consultation with the President and Chair and where practical, prior to the commencement of each academic year of the University.”

At a meeting held on September 16, 2025, the Executive Committee of the Board of Regents reviewed the proposed dates for regular meetings of the Board of Regents for 2026 and is recommending the following schedule of meetings:

Wednesday, February 25, 2026
Wednesday, April 29, 2026
Wednesday, June 24, 2026
Thursday, October 1, 2026
Wednesday, December 2, 2026

After a discussion, the following resolution was passed:

RESOLVED:

That the Board approve the proposed Board meeting schedule for 2026 as outlined in the background documentation.

E. Updates on Work of the Committee to Hear Appeals on Sexual Harassment and Sexual Assault

The Board received for information an update on the work of the Committee to Hear Appeals regarding Sexual Harassment and Sexual Assault. Board members were advised that the Board of Regents of Memorial University of Newfoundland established a Sexual Harassment and Appeals Committee to hear appeals regarding sexual harassment and sexual assault, and has granted the Committee the authority to establish its own procedures and render a decision. The Committee’s terms of reference are available at:

<https://www.mun.ca/regents/about-the-board/committees-of-the-board/>. It was noted that the Committee to Hear Appeals regarding Sexual Harassment and Sexual Assault considered an appeal against the sanctions imposed by the President and Vice-Chancellor in respect of a sexual harassment complaint. The Committee is filing its report to the Board advising that it rendered a decision on the appeal.

7240. Any Other Business

There were no items to report under this heading.

ADJOURNMENT

The regular meeting adjourned at 10:55 a.m.

CHAIR

SECRETARY

DATE