

## **BOARD FOR BRANCH PILOTS MEETING MINUTES**

The Virginia Board for Branch Pilots met on Friday, August 1, 2008, at the Virginia Port Authority, 600 World Trade Center, Norfolk, Virginia, with the following members present:

Bruce R. Cherry  
Captain J. William Cofer  
Captain Milton B. Edmunds  
William M. Martin, III  
Douglas E. Miller  
Meade G. Stone, Jr.

Board members Robert H. Callis, III, and Thomas P. Host, III, were not present at the meeting.

Staff present for the meeting were:

Jay W. DeBoer, Director  
Mark N. Courtney, Deputy Director of Licensing and Regulation  
Michelle Gowen, Administrative Assistant  
Nick A. Christner, Deputy Director of Compliance and Investigation

Cynthia Norwood was present from the Office of the Attorney General.

Finding a quorum of the Board present, Mr. Cherry, President, called the meeting to order at 9:30 a.m.

**Call to Order**

Mr. Miller moved to approve the agenda. Mr. Martin seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

**Approval of  
Agenda**

Mr. Stone moved to approve the minutes from the May 2, 2008, meeting as amended. Mr. Miller seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

**Approval of  
Minutes**

Captain Edmunds provided the Board with a report of the examinations conducted by the Examination Administrators on July 31, 2008. The Examination Committee includes the four pilot Board members of the Board. Due to an absence and a vacancy on the Board, the Chair engaged Captain John Morgan and Captain Mark Evans to provide their expertise to the Committee. Captains Morgan and Evans are able, experienced pilots and hold a Branch for the York and James Rivers. The following report was made:

**Exam  
Administration  
Report**

Jacob R. Johnson

Captain Johnson answered oral questions related to the raise in grade. The subjects included ship handling of all classes of vessels, local knowledge, anchoring deep loaded ships, safe speeds, state law, tides and currents, docking procedures, rules of the road, federal regulations relating to Virginia waters, Navy-nomenclature, sea-lane considerations, and producing a written chart of the sea-lanes. Captain Rogers received a BS from Randolph Macon College and holds an ARPA radar certificate. During his tenure as an apprentice and as a limited Branch Pilot, Captain Johnson has been on 2,302 ships. Captain Johnson stood a good examination and was found to be qualified. Captain Edmunds moved that Captain Johnson be raised from the Hotel classification (60,000 gross tons and 42 feet maximum draft) to an unlimited branch pilot license (unlimited tonnage and draft). Mr. Martin seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Mr. Cherry presented Captain Johnson with his license and congratulated him on his accomplishment.

January Collins

Ms. Collins has successfully completed her first two years of the Virginia Pilot Association's apprenticeship program. Ms. Collins has taken and passed a comprehensive written examination for her initial license. Ms. Collins answered oral questions related to the initial license. These subjects included courses and distances along the route, shiphandling, anchoring in Hampton Roads and Lynnhaven, docking, piloting, tug use, state law, tides and currents, rules of the road, navigational instrumentation, navigational aids, radar, weather, a chart sketch of Hampton Roads highlighting buoy distances off landmarks was drawn, local knowledge, and all additional aspects of skills necessary for an accomplished pilot were examined. Ms. Collins stood a good examination and was found qualified. Captain Edmunds moved that Ms. Collins be granted a limited branch pilot license with an Alpha classification (16,000 gross tons with a 25' draft). Mr. Miller seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Mr. Stone presented Captain Collins with her license and congratulated her on her accomplishment. Captain Collins also introduced her family to the Board.

Benjamin Speckhart

Mr. Speckhart has successfully completed his first two years of the Virginia Pilot Association's apprenticeship program. Mr. Speckhart has taken and passed a comprehensive written examination for his initial license. Mr. Speckhart answered oral questions related to the initial license. These subjects included courses and distances along the route, shiphandling, anchoring in Hampton Roads and Lynnhaven, docking, piloting, tug use, state law, tides and currents, rules of the road, navigational instrumentation, navigational aids, radar, weather, a chart sketch of Hampton Roads highlighting buoy distances off landmarks was drawn, local knowledge, and all additional aspects of skills necessary for an accomplished pilot were examined. Mr. Speckhart stood a good examination and was found qualified. Captain Edmunds moved that Mr. Speckhart be granted a limited branch pilot license with an Alpha classification (16,000 gross tons with a 25' draft). Mr. Martin seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Mr. Stone presented Captain Speckhart with his license and congratulated him on his accomplishment. Captain Speckhart also introduced his family to the Board.

The Board members took a break from 9:47 a.m. to 10:03 a.m.

**Break**

Joseph McKnew

Captain McKnew answered oral questions related to the raise in grade. The subjects included anchoring in Hampton Roads and Lynnhaven, anchoring deep draft vessels in a following current, overtaking and meeting situations, review of ship displacement issues within the Foxtrot license and anticipated hydrodynamic challenges, safe speed issues along the route, and a review of proper DGPS procedures was also discussed. Captain McKnew stood a good examination and was found to be qualified. Captain Edmunds moved that Captain McKnew be raised from the Echo classification (36,000 gross tons and 34' draft) to the Foxtrot classification (40,000 gross tons and 42' draft). Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Frank Rabena

Captain Rabena answered oral questions related to the extension of route upon the York River and Cape Charles anchorage. The subject included courses and distances from Cape Henry to Cheatham Annex, local traffic, York River Channel particulars, mean and spring tide heights, high water arrival times, under keel clearance, bridge restrictions, safe anchoring

positions, aids to navigation, bridge opening considerations, and safe vessel speed, along with numerous aspects of anchoring in Cape Charles. Regulations relating to anchoring, explosive handling pier restrictions, and pertinent code of regulations were also answered. Captain Rabena stood a good examination and was found to be qualified. Captain Edmunds moved that Captain Rabena be granted an extension of route from Cape Henry to Pages Rock, upon the York River. Mr. Miller seconded the motion which was approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Clarence M. Young

Captain Young answered oral questions related to the extension of route from the James River Bridge to Hopewell, Virginia, upon the James River. The subjects included courses and distances from the James River Bridge to Hopewell with a detailed description of navigating to Richmond, tide ranges, current issues, positioning for approaching turns, traffic concerns, light characteristics, safe speed considerations, as well as emergency anchoring procedures and locations. Captain Young stood a good examination and was found to be qualified. Captain Edmunds moved that Captain Young be granted an extension of route from the James River Bridge to Hopewell, Virginia, upon the James River. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Torrence A. Rogers

Captain Rogers answered oral questions related to the extension of route from the James River Bridge to Hopewell, Virginia, upon the James River. The subjects included courses and distances from the James River Bridge to Hopewell with a detailed description of navigating to Richmond, tide ranges, current issues, positioning for approaching turns, traffic concerns, light characteristics, safe speed considerations, as well as emergency anchoring procedures and locations. Captain Rogers stood a good examination and was found to be qualified. Captain Edmunds moved that Captain Rogers be granted an extension of route from the James River Bridge to Hopewell, Virginia, upon the James River. Mr. Miller seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

On Thursday, May 15, 2008 at 10:00 a.m., Captain Amory boarded the loaded M/T SKARVEN, east of the demarcation line at Cape Henry in close proximity to CH buoy. The M/T SKARVEN was fully laden with petroleum product and was bound for Hampton Roads with a deep draft of 35'. The weather conditions were clear visibility, calm seas, and strong ebb current. At 10:05 a.m., Captain William Diggs, a Virginia Pilot, boarded

**Captain Lorenzo D.  
Amory, III, M/T  
SKARVEN**

the M/V KITANO, a container vessel with a draft of 35' 5" also bound for Hampton Roads.

Captain Amory proceeded inbound on a course that would take him to buoys #1 and #2 in Thimble Shoal Channel. Captain Amory's speed was 10.5 knots. Captain Amory was advised by Mr. Jeff Schubart, the watch captain in the pilot control tower located next to Cape Henry lighthouse, that LSD44 was anchored in Lynnhaven Roads on the south side of Thimble Channel east of buoys #1 and #2 conducting exercises involving various small boats including LCU1643. Mr. Schubart also reported that there had been no communication with any of the vessels involved in the exercise after repeated attempts were made on all VHF channels that are normally used by vessels underway or otherwise engaged in activities that will impact local vessel traffic. Captain Amory was also advised that a "near miss" occurrence had taken place earlier at approximately 6:55 a.m., involving the M/V BISCAGILIA (draft 35') inbound. Again, no communication could be established on any VHF radio channel with LSD44 or the LCU involved.

The M/V KITANO bound for Norfolk International Terminal container berth requested to overtake Captain Amory's vessel on the starboard side. There was no traffic inbound or outbound at the time; it was clear visibility and calm sea. There was no reason to deny the request to overtake. After assessing the request, Captain Amory gave the M/V KITANO permission to overtake his ship. As Captain Amory approached the entrance to Thimble Shoal Channel buoys #1 and #2, Captain Amory noticed an LCU underway on the south side of the channel, west of LSD44. Captain Amory watched the LCU closely as it was on a northerly course moving at slow speed. The LCU's course and speed produced a constant bearing to Captain Amory's vessel. It appeared the LCU was attempting to cross Captain Amory's bow from port side to starboard side. After repeated attempts to communicate with the LCU by VHF radio without success, and seeing no indications that it saw Captain Amory or realized the extreme danger the LCU's actions were producing, Captain Amory decided that sounding the danger signal was the most appropriate action to take considering the surrounding circumstances. It appeared that a collision was imminent. At the last minute, the LCU put the helm hard to port and increased power in order to pass down port side, coming dangerously close to Captain Amory's vessel.

While all this was happening, Captain Amory's vessel was being overtaken to starboard by the M/V KITANO. Captain Amory was unable to reduce power. Captain Amory was making 10.5 knots and had to retain control of the vessel in order to avoid a collision with the overtaking ship. If Captain Amory had directed the vessel to port in an effort to pass astern of LCU1643, one or more of the following things most likely would have occurred: 1. Captain Amory would surely have collided with the LCU1643;

2. Captain Amory would have struck an anchored merchant vessel in Lynnhaven anchorage; or 3. Captain Amory would have run the vessel hard aground risking a large oil spill. The situation was definitely in extremis. Captain Amory had no options but to continue doing what he was doing and pray for a good outcome.

In conclusion, after talking to the pilot involved in the earlier incident that closely resembled what Captain Amory has described in this report, Captain Amory couldn't help but wonder if it was a deliberate act designed to amuse the operator of LCU1643. In any case, it produced a very dangerous and potentially catastrophic condition that could have resulted in loss of life, major oil pollution, not to mention property damage of huge proportions.

After review and discussion, Mr. Martin moved that the letter be filed and that the Board take no action, as there appears to be no violation of the Board's regulations or statutes. In addition, Mr. Martin moved that Board counsel follow-up with Commander Anderson to request that he keep the Board informed of any new information he receives in his investigation of this matter. Mr. Miller seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

On Sunday, May 18, 2008, Captain Green was the State Pilot on the M/T SEA VENTURE from Newport News to Hopewell. His orders were to dock port side to at the Regional Enterprises dock. Captain Green boarded the ship at the west end of Newport News channel at 1445. The current stage was just past maximum ebb at Newport News and would carry the ebb current all the way to the berth. It was a partly cloudy afternoon with a gusty southwesterly breeze. Captain Green informed the ship's Captain of our orders and that we could expect rain during our transit as a frontal system was moving into the area. After conducting a Master/Pilot exchange, Captain Green was informed by the ship's Captain that the ship was in good order. Captain Green proceeded to Hopewell.

**Captain Nathaniel  
T. Green, II, M/T  
SEA VENTURE**

The M/T SEA VENTURE is an American flag coastwise tanker that is 569' in length, 67' on the beam, with a gross tonnage of 9993 tons. Her deep draft was 20' 9" and she is not equipped with a bow thruster. For lack of better terms, the M/T SEA VENTURE is a one of a kind ship. Originally, she was a Hellenic Lines general cargo vessel that was lengthened and converted to a tanker. A new wheelhouse was added one deck above her original wheelhouse. She is equipped with a high speed diesel engine that produces higher shaft revolutions than an average ship.

Captain Green had an uneventful trip to Hopewell and passed under the Benjamin Harrison Bridge at 2032. He still had a fair southwesterly

breeze and ebb current. Captain Green reduced speed to "Dead Slow" ahead in the vicinity of Marker 106. Captain Green increased vessel speed back up to "Slow Ahead" for a short time to make the turn at Marker 108. At 2054, the TUG HILL CARTER made fast to the starboard bow as Captain Green passed the Continental Can dock. The TUG ALERT made fast at 2056. In an earlier conversation with the tug Captains, Captain Green had asked to send up a line from the starboard quarter of each of the tugs to the main deck of the ship forward of their positions so that when they worked ahead on a 90 degree angle to the ship the first time, they could secure the quarter-line to their starboard quarter bit. This is done so that the tugs will be held at a 90 degree angle to the ship while Captain Green maneuvered the ship. This is also done on occasion with single screw tugs to maximize power and response time. Captain Green had piloted the M/T SEA VENTURE to this berth on Sunday February 3rd of this year under similar draft and conditions and the vessel by virtue of having a very high speed diesel engine had backed with a great deal of torque towards the berth.

As Captain Green approached the Honeywell dock, he ordered "Slow Astern" to take some way off the vessel, expecting the vessel's bow to swing to starboard. The bow began to swing to port unexpectedly so Captain Green ordered the TUG HILL CARTER to "Back Full." Captain Green expected the combination of the TUG HILL CARTER backing, and the normal torquing effect of the ship, to overpower her swing to port. When it was apparent to Captain Green that other action was needed, Captain Green stopped the ship's engine, ordered the helm to be put "Hard Right," and ordered the engines "Dead Slow Ahead." The vessel was slow to respond so Captain Green ordered the engines to "Slow Ahead." When it appeared the ship's bow was coming sufficiently to starboard, Captain Green ordered "Stop Engines" and shifted the rudder to "Hard Left" in anticipation of having to kick the engines ahead to keep the port quarter of the vessel from falling towards the edge of the channel on the south side of the river. During this time, the quarter-line from the TUG HILL CARTER parted and Captain Green came to land softly on the mud bank on the south side of the river at 2100. There was neither the time, nor an effective way to have used an anchor without it posing a threat to the tug if using the starboard anchor, or to the hull of the ship if using the port anchor.

The TUG HILL CARTER was unable to pull the bow off so Captain Green shifted the TUG ALERT to the starboard bow with a quarter-line and had the TUG HILL CARTER come around the bow and push on the port bow. When this set up did not meet with success, Captain Green had the TUG ALERT come around the ship and push on the port bow. With both tugs pushing, the M/T SEA VENTURE's bow came to starboard and Captain Green used the ship's engines and rudder to lift the stern away from the bank at 2143. Captain Green repositioned the tugs on the starboard side,

and proceeded to Regional Enterprises and docked the vessel without further incident. There were issues getting the lines out, so the ship's Captain asked if Captain Green could make an initial phone report to the Coast Guard that he could follow up on once the ship was moored.

Captain Green remained with the vessel until the Coast Guard informed them that there would be no action by or visit by them until the following morning. Captain Green left contact information with both the ship's Captain and the Coast Guard. While still onboard, Captain Green voluntarily submitted to an alcohol test that everyone else in the wheelhouse was required by the company to take, and after leaving the ship went to Riverside Hospital in Newport News to take a Drug/Alcohol test to provide to the Board for Branch Pilots.

The ship was delayed a day by the Coast Guard when, according to the agent, it was discovered that the rudder angle indicator was not calibrated to Coast Guard standards.

After review and discussion, Captain Cofer confirmed that the results of the Drug/Alcohol test were negative. Mr. Miller moved that the letter be filed and that the Board take no action, as there appears to be no violation of the Board's regulations or statutes. Mr. Martin seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

On Monday, May 26, 2008, Captain Green was ordered to pilot the TUG EAST COAST and the BARGE PORTSMOUTH from Newport News to the DuPont Dock just below Drewry's Bluff on the upper James River. Captain Green's orders were to dock starboard-side alongside which meant proceeding past the DuPont Dock to Deepwater Terminal, turning around and proceeding back down river to the dock. As this was going to be a lengthy trip, Captain Green requested a second pilot and Captain John Worth was also ordered to this job. Captains Green and Worth boarded the tug at Newport News Anchorage at 2130. The current stage was the last of the ebb at Newport News and they would be overtaken by the full duration of the flood current while in route and would dock with the first of the ebb at the DuPont Dock. Conditions were clear with a light southwesterly wind. After a thorough Master/Pilot exchange, Captains Green and Worth heaved anchor and proceeded upriver.

**Captain Nathaniel  
T. Green, II, TUG  
EAST COAST**

The TUG EAST COAST is a twin screw American flag tug that is 120' in length and 32' on the beam. She is equipped with fixed cort nozzles with standard rudders and is rated at 4200 HP. Her deep draft was 12'. The BARGE PORTSMOUTH is an American flag bulk materials barge that is 401.8' in length and 75' on the beam. The barge has a deep notch and the

tug was rigged with double quarter lines and cables in this notch. The barge was drawing 20' 9". Captains Green and Worth had good visibility from the wheelhouse, but did have some radar interference from a gantry crane on the barge.

In an earlier conversation with Captain Worth, it was decided he would pilot the first half of the trip, and Captain Green would pilot the second. Captain Green went below at 2230 and was woken at 0315 to relieve Captain Worth. Prior to turning the vessel over to Captain Green, Captain Worth provided Captain Green with a detailed description of how she handled and mentioned that they had had to back an engine and "twist" the tug to correct the swing of the barge one time in the lower river. They were now running at slightly lower revolutions on the engines for handling purposes. After this Pilot/Pilot exchange, Captain Green relieved Captain Worth and he went below to rest. Captain Green was at Brandon Wreck making just over 7 knots. Captain Green maintained the lower RPMs.

The trip upriver was uneventful except for an occasional use of added power on the engines to speed up the rate of swing of the barge in certain turns and to check her swing coming out of others. Captain Green passed under the Benjamin Harrison Bridge at 0555 and proceeded past Hopewell and through Turkey Island and Jones Neck cut-offs. As Captain Green neared the turn at Chesterfield Power Plant, he reduced speed some more to have the extra power that might be needed to make that turn. As Captain Green came around the turn, her rate of swing had increased enough to starboard that Captain Green added power with the rudders at "Hard Left" to check the swing. When it appeared to Captain Green they might not be checking the swing sufficiently enough, Captain Green informed the tug's Captain that he was going to back the port engine to accomplish this. The tug's Captain replied that Captain Green could back her as needed and that she was "a good backing boat." There was no concern in his tone of voice and said she would check up quickly. A few seconds into the maneuver, there was a distinct rumble and change of engine pitch. Captain Green glanced up at the RPM indicators and saw they still had the starboard engine but he could not see through the glare reflecting off the port engine RPM indicator. The barge was no longer checking any further to port. The tug's Captain informed Captain Green they had lost the port engine and called down to get it restarted. They were clearly going to ground if they did not get the engine back, and the only option was to back the starboard engine on "Full" to take as much weight off before grounding. The tug came to a stop at 0740. A few minutes later Captain Green got the port engine on line again. When they backed the tug it was clear that something had been sucked into the port nozzle. Captain Green stopped the port engine, and then kicked it ahead and felt the obstruction clear. Captain Green checked the forward hatches for any water and there was no apparent damage or puncturing of the hull. The tug's

Captain worked the engines and they refloated at 0844. The tug's Captain notified the Coast Guard of the incident and they proceeded upriver, turned at Deepwater Terminal and came back downriver to the DuPont Dock without further incident. At the request of the tug's Captain, Captain Green voluntarily submitted to an alcohol test.

After review and discussion, Captain Cofer confirmed that they did not receive a positive result from the alcohol test. Mr. Martin moved that the letter be filed and that the Board take no action, as there appears to be no violation of the Board's regulations or statutes. Mr. Miller seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

On June 5th 2008, Captain Diggs was ordered to pilot the B/C LUNDENES from Cape Henry to the Southern Aggregate dock. Captain Diggs was to go starboard side alongside the dock. The B/C LUNDENES is 232.5' long with a draft 12.2'. Winds were light out of the southwest. Tide was ebbing at less than 1 knot. Captain Diggs had the TUG KAYE E. MORAN fast on the port bow and one Moran docking master to assist in docking.

**Captain William G. Diggs, B/C LUNDENES**

The trip was uneventful and Captain Diggs was nearly alongside with a forward spring line made fast to the dock. At approximately 1620, the ship's stern fell away from the dock and the flare of the bow made contact with a small sheet metal housing on the pier putting a slight bend in the sheet metal.

The Coast Guard was informed, has already inspected the damage and informed the docking master that this incident needed no further investigation and that damage, if any, was minimal.

After review and discussion, Mr. Martin moved that the letter be filed and that the Board take no action, as there appears to be no violation of the Board's regulations or statutes. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Mr. Martin moved to adopt the following meeting and examination dates for 2009:

**Consideration of 2009 Meeting and Examination Dates**

Monday, February 2, 2009, Examination Administrators Meeting;  
Tuesday, February 3, 2009, Branch Pilots Board Meeting;  
Thursday, April 30, 2009, Examination Administrators Meeting;  
Thursday, April 30, 2009, Branch Pilots Board Meeting;  
Thursday, July 30, 2009, Examination Administrators Meeting;  
Friday, July 31, 2009, Branch Pilots Board Meeting;  
Friday, October 30, 2009; Examination Administrators Meeting;

Friday, October 30, 2009; Branch Pilots Board Meeting;  
Tuesday & Wednesday, December 8 & 9, 2009, Renewals; and  
Tuesday, December 15, 2009, Branch Pilots Board Meeting.

Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

Captain Cofer noted that the Coast Guard includes the Cape Charles anchorage on the Federal licenses for the York River. Captain Cofer moved that the Board modify the existing language on the York River licenses to match that of the Coast Guard. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

**Amendment to  
York River  
Licenses**

After discussion, Mr. Miller moved to repeal the existing public participation guidelines and adopt the model public participation guidelines via exempt action. Mr. Stone seconded the motion which was unanimously approved by Messrs. and Captains: Cherry, Cofer, Edmunds, Martin, Miller, and Stone.

**Consideration of  
Adoption of Model  
Public  
Participation  
Guidelines**

Captain Cofer requested that Paul Kirschner of the American Pilots Association be placed on the October 30<sup>th</sup> agenda for a presentation to the Board on the M/V COSCO BUSAN incident in San Francisco.

**Other Business**

Mr. Courtney noted that the Board has a new Executive Director, Kathleen "Kate" R. Nobsisch, who regretted not being able to attend the meeting.

Mr. Cherry read the letters received from Captain W. Hugh McCrory, Jr., regarding his resignation from the Board and his turning in his Commonwealth of Virginia Branch Pilot license. Mr. Cherry also noted that due to this resignation there is a vacancy on the Board until it is filled by the Norfolk Circuit Court.

Conflict of Interest forms were completed by all members present.

**Conflict of Interest  
Forms**

There being no further business, the meeting was adjourned at 10:46 a.m.

**Adjourn**

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Bruce R. Cherry, President

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Jay W. DeBoer, Secretary

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