#### GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634

#### REGULAR MEETING June 13, 2022 – 5:30 p.m.

The Board of Education will meet in the auditorium of the Jr.-Sr.High School. COVID-19 physical distancing guidelines will be followed.

## Preliminary AGENDA

#### **REGULAR MEETING - 5:30 P.M.**

Call to Order - Pledge of Allegiance

District Clerk will administer the *Oath of Faithful Performance in Office* to Mr. Jason Reynolds, who was elected to the Board of Education on May 17, 2022. Mr. Reynolds was elected to serve a one-year term of office which will expire on June 30, 2023.

#### A. APPROVAL OF AGENDA

#### B. BOARD ACTION - PERSONNEL - Tenure

- 1. Board Action BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education of the General Brown Central School District hereby takes action to grant tenure to the following individuals:
  - Andrea Swan in the tenure area of School Counselor, effective August 26, 2022
  - Maria Mesires in the tenure area of Science, effective September 1, 2022
  - Julia Nieves-Soto in the tenure area of Language, effective September 1, 2022
  - Julie Shaver in the tenure area of Reading, effective September 1, 2022
  - Melissa Ruscio in the tenure area of Science, effective September 1, 2022
  - Wendy Johnson in the tenure area of Teacher Assistant, effective September 11, 2022

#### C. TENURE CELEBRATION & BOARD MEMBER SERVICE RECOGNITION

Jefferson-Lewis School Boards Association and the General Brown School District Community would like to honor Dr. Sandra Young Klindt for nine years of dedicated service to the students and school community as a Board Member of the General Brown Central School District. Dr. Klindt continues to serve as a Jefferson-Lewis BOCES Board of Education member.

At this time the Board of Education would like to adjourn to the lobby to celebrate with those who have been awarded tenure tonight and to congratulate Dr. Klindt. Thank you to the family members who are also in attendance this evening to share in these achievements.

#### D. AUDIT COMMITTEE MEETING - (See Audit Meeting agenda)

#### Following adjournment of the Audit Committee Meeting:

- 1. Board Action **BE IT RESOLVED**, that the General Brown Central School District Board of Education takes action to approve the **Internal Claims Auditor Report** as provided by Mr. Alvin Hasner, Internal Claims Auditor.
- Resume the regular meeting
- E. PRESENTATIONS General Brown Mental Health Survey results presented by Ms. St. Pierre's Statistics class

#### F. PUBLIC COMMENT REQUESTS -

#### G. CONSENT AGENDA

- 1. Approval of Minutes as listed:
- May 9, 2022 Regular Meeting (with correction)
- May 9, 2022 Annual Meeting / Budget Hearing
- May 17, 2022 Annual Budget Vote / Board of Education Election
- 2. Approval of Buildings and Grounds Requests as listed:
- BGP restrooms June 4, 2022 from 5:00 p.m. to 7:30 p.m. General Brown Weekend Committee restrooms for parade participants

- JSHS auditorium / music room / GB room March 9, 2023 (March 14, 2023 snow date) from 6:00 p.m. to 9:00 p.m. Jefferson-Lewis BOCES Regional Spelling Bee
- 3. Approval of Conferences and Workshops as listed:
- Lisa K. Smith ASBO Conference 2022 Education Summit June 5-8, 2022 Saratoga Springs, NY
- 4. Approval of Conferences and Workshops as per My Learning Plan Report
- 5. Approval of Financial Reports / Warrants April 2022

#### H. REGULAR AGENDA

#### Other Discussion and Action Items:

#### **Board Member Reports/Staff Member Reports and Presentations**

- 1. Comments / Information shared by Board Members
- 2. Staff Member Reports

#### Items for Board Information/Discussion

3. Board Information – 23 students have been hired as summer workers.

#### Items for Board Discussion / Action

- 4. Board Action Approval is requested to excess the attached equipment listing as surplus / obsolete / unusable as per Board of Education Policy #5250.
- 5. Board Action Approval is requested for the renewal of membership to **the New York State School Boards Association** for the year beginning July 1, 2022 to June 30, 2023 in the amount of \$7778. (unchanged from current year)
- 6. Board Action BE IT RESOLVED, that the General Brown Central School District Board of Education takes action to authorize the transfer of funds into the following reserve accounts, in the amounts not to exceed the following:
  - TRS Reserve \$140,000
  - Capital Reserve \$1,300,000
- 7. Board Action *BE IT RESOLVED*, that the General Brown Central School District Board of Education takes action to **authorize** the use of the EBLAR reserve in the amount of \$10,000 and the inter-fund transfer of \$8,000 from debt service.
- 8. Board Action Approval is requested to *amend the 2022-2023 District and 10-Month Staff Calendars* by adding Friday, December 23, 2022 to the holiday recess.
- 9. Board Action Approval is requested for the Committee on Special Education Reports

#### I. ITEMS FOR BOARD ACTION – PERSONNEL

10. Board Action - **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, approval is requested for the **Management/Confidential salary increases for the 2022-2023 school year**, in an amount *not* to exceed \$29,000 to be distributed by the Superintendent of Schools to eligible employees.

#### J. ITEMS FOR BOARD ACTION - PERSONNEL continued

11. Board Action - Retirements:

Name	Position	Effective Date
Debra L. Bennett	Secretary to Superintendent of Schools	09/02/2022

12. Board Action – Resignations:

Name	Position	Effective Date
Bruce Matthews	Bus Driver / Substitute Cleaner	05/20/2022
Kathaleen Beattie	Director of Student Services	07/08/2022
Katelyn Longamore	Mathematics Teacher	07/14/2022
Barbara J. Case	Superintendent of Schools	07/31/2022
Elizabeth Stephens	Technology Education Teacher	08/31/2022

Torry Crumn	6 Hour Food Corvice Holper	00/21/2022
Terry Crump	6-Hour Food Service Helper	08/31/2022

#### 13. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Lauren P. Devine	Substitute Teacher	\$95 per day	n/a	Emergency appointment effective: 05/12/2022
Avairee S. McConnell	Substitute Teacher Substitute Aide	\$95 per day \$13.20 per hour	n/a	Emergency appointment effective: 05/12/2022
Amy A. Scott	Assistant Principal	\$83, 000 annually (M+)	4-Year Probationary Tenure as School District Administrator	07/01/2022
Elizabeth Hardy	6-Hour Food Service Helper (from 5-Hour FSH)	hourly rate unchanged	n/a	07/01/2022
Krista Fein	4-Hour Cashier (from 3-Hour Cashier)	hourly rate unchanged	n/a	07/01/2022
Scott E. Elliott	Elementary Teacher	\$50,215 annually Step 1 (Masters)	4-Year probationary tenure appointment	09/01/2022
Lisa Leubner	Secretary to Superintendent	\$55,000 annually	n/a	09/03/2022
Debra L. Bennett	0.5 Typist	salary unchanged (prorated)	n/a	09/03/2022

#### K. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

- 14. Board Action Upon the recommendation of the Superintendent of Schools WHEREAS, on behalf of the General Brown Central School District, two sets of the following prospective employees' fingerprints for employment have been submitted to NYSED, along with the signed Consent Form, and a request for conditional clearance. The following employees have received FINAL CLEARANCE from SED:
  - Lauren P. Devine Substitute Teacher
  - Avairee S. Mc Connell Substitute Teacher
  - Amy A. Scott Administrator
  - Scott E. Elliott Teacher
  - Shelby E. Kisamore Stough Teacher

#### L. SUPERINTENDENTS' REPORTS

- 15. Assistant Superintendent Smith
- 16. Superintendent Case

#### M. CORRESPONDENCE & UPCOMING EVENTS

17. Correspondence Log

#### N. ITEMS FOR NEXT MEETING

18. July 1, 2022 (Friday) – Annual Organizational Meeting will begin at 7:00 a.m. in the General Brown Room of the Jr.-Sr. High School, and will be immediately followed by the Regular Monthly Meeting.

#### O. PROPOSED EXECUTIVE SESSION

19. A motion is requested to enter executive session for the discussion of the performance history of a particular individual.

#### P. RETURN TO OPEN SESSION

20. A motion is requested to adjourn the executive session and reconvene the regular meeting.

#### Q. MOTION FOR ADJOURNMENT

21. There being no further business or discussion, a motion is requested adjourn the regular meeting.

\*Indicates items added after the preliminary agenda was provided to the Board of Education.



#### GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

17643 Cemetery Road - P.O. Box 500 - Dexter, New York 13634

#### REGULAR MEETING May 9, 2022

#### Jr.-Sr. High School Auditorium

COVID-19 physical distancing guidelines were followed.

## Unapproved MINUTES

#### Please note correction-Item #9

**REGULAR MEETING** – The meeting was called to order at 5:30 p.m. by President Kelly Milkowich, followed by the Pledge of Allegiance.

**MEMBERS PRESENT** – Kelly Milkowich, President; Sandra Young Klindt, Vice President; Natalie Hurley; Albert Romano, Jr.; Tiffany Orcesi; Jamie Lee

**OTHERS PRESENT** – Barbara J. Case, Superintendent; Lisa K. Smith, Assistant Superintendent; Kathaleen Beattie, Director of Student Services; David Ramie, Principal Jr.-Sr. High School; Laurie Nohle, Principal Dexter Elementary; Joseph Watson, Director of Facilities; Michael Parobeck, Network Administrator; William Shepard, Interim Assistant Transportation Director; Faculty; Students; Community Members

#### A. APPROVAL OF AGENDA

Motion for approval by Sandra Young Klindt, seconded by Natalie Hurley, with motion approved 6-0.

- **B.** PRESENTATIONS None
- C. <u>PUBLIC COMMENT REQUESTS</u> Public comments were received from Jason Hamilton Daniel Hodge Natalie Sheen

#### D. CONSENT AGENDA

A motion for approval of the following as listed under the CONSENT AGENDA is made by Tiffany Orcesi, and seconded by Natalie Hurley, with motion approved 6-0.

- 1. Approval of Minutes as listed:
- April 6, 2022 Regular Meeting
- April 28, 2022 Special Meeting
- 2. Approval of Buildings and Grounds Requests as listed:
- BGP athletic field April 18-June 21, 2022 from 5:00 p.m. to 8:00 p.m. various dates/times Lady Lions / Girls' Youth Lacrosse
- DEX athletic field April 19-July 5, 2022 Tuesdays & Thursdays from 6:00 p.m. to 7:30 p.m. Boys' Youth Lacrosse
- JSHS parking lot May 7, 2022 from 1:00 p.m. to 2:00 p.m. Fitzgerald family
- JSHS auditorium May 19-20, 2022 from 3:00 p.m. to 9:00 p.m. Watertown YMCA Dance recital
- 3. Approval of Conferences and Workshops as listed:
- Kelly Milkowich NYSSBA Live Virtual Superintendent Evaluation Workshop April 22, 2022
- Tiffany Orcesi NYSSBA Live Virtual Superintendent Evaluation Workshop April 22, 2022
- Barbara J. Case JLSBA Annual Dinner Meeting May 16, 2022 Lowville, NY
- Lisa K. Smith JLSBA Annual Dinner Meeting May 16, 2022 Lowville, NY
- Sandra Young Klindt JLSBA Annual Dinner Meeting May 16, 2022 Lowville, NY
- Natalie Hurley JLSBA Annual Dinner Meeting May 16, 2022 Lowville, NY
- 4. Approval of Conferences and Workshops as per My Learning Plan Report
- 5. Approval of Financial Reports / Warrants February 2022

#### E. REGULAR AGENDA

#### Other Discussion and Action Items:

#### **Board Member Reports/Staff Member Reports and Presentations**

- 1. Comments / Information shared by Board Members Information was shared regarding the virtual Superintendent Evaluation Training; Plans for a Board Retreat to evaluate the shared mission, self-assessments, and Board goals.
- 2. Staff Member Reports

#### Items for Board Information/Discussion

- Board Information Results of voting held on Thursday, April 28, 2022 for the 2022-2023 Administrative Budget of the
  Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES, and the election of members to the Jefferson-Lewis BOCES Board
  of Education:
  - Approval of the 2022-2023 Administrative Budget
     Voting Yes: 18 / Voting No: 0
  - Members elected to serve three year terms of office to commence July 1, 2022:

— Ms. Jennifer L. Jones Votes received - 18

— Mr. Michael J. Kramer Votes received - 18

- 4. Board Information NYSSBA Resolution Kit and Survey Results 2022
- 5. Board Information Preliminary tenure appointment recommendations are being made, with Board approval scheduled for the June 13, 2022 meeting. At that time the Board of Education will celebrate with those being awarded tenure, as well as family members who will be invited to share in the achievements of our faculty members. We will adjourn to the lobby to share refreshments and celebration.

#### Items for Board Discussion / Action

- 6. Board Discussion Assistant Principal / Dean of Students Following discussion the Board came to consensus to move forward with accepting applications. The position should be filled with the best person for the job.
- 7. Board Action Policy Adoption
  - 2<sup>nd</sup> Reading / Adoption Policy #5322 (as revised) Mandatory Availability of Cell Phones

Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 6-0.

- 8. Board Action *BE IT RESOLVED*, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to approve the *Inter-Municipal Cooperation Agreement for Legal Services* through Jefferson-Lewis BOCES, in the amount of \$24,500 for the period of July 1, 2022 to June 30, 2023, and authorizes the Superintendent of Schools to execute the contract.
  - Motion for approval by Tiffany Orcesi, seconded by Jamie Lee, with motion approved 6-0.
- 9. Board Action *BE IT RESOLVED*, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to approve *Hearing Officer Services* through the Office of Inter-Municipal Legal Services at Jefferson-Lewis BOCES, in the amount of \$3,700 \$3,811 for the period of July 1, 2022 to June 30, 2023, to be billed through an approved CoSer subject to State aids reimbursement rates, and authorizes the Superintendent of Schools to execute the contract.
  - Motion for approval by Sandra Klindt, seconded by Natalie Hurley, with motion approved 6-0.
- 10. Board Action Approval is requested to accept a *donation from the Northern New York Community Foundation / Safe Schools Endeavor grant* in the amount of \$1250.
  - Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.
- 11. Board Action Approval is requested for the *General Brown Central School District to combine with the Immaculate Heart Central School District, (as host),* for the purpose of athletic competition, pending the approval of NYSPHSAA Section III, to compete in the sport of *Boys' Hockey* at the Varsity level for the *2022-2023 school year*, provided COVID-19 restrictions are conducive to this request.
  - Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt, with motion approved 6-0.
- 12. Board Action Approval is requested for *Aurora Jarvie and Sage Davies* to participate *with the South Jefferson Central School District Swim Team for the 2022-2023 season*, contingent upon the parents signing a statement releasing General Brown Central School District from all liability, transportation and equipment costs, any other fees where applicable, and *provided COVID-19 restrictions are conducive to this request.* 
  - Motion for approval by Albert Romano, seconded by Tiffany Orcesi, with motion approved 6-0.
- 13. Board Action Adoption of the following **Resolution for Lead Evaluator of Principals**:
  - **WHEREAS**, the Board of Education has been provided evidence that the following have completed training which meets the requirements of 8 NYCRR 30-2.9 and the General Brown Central School District Annual Professional Performance Review Plan

for certification as **Lead Evaluator of Principals**, therefore, **BE IT RESOLVED**, that upon the recommendation of the Superintendent of Schools, the following be certified as Lead Evaluator of Principals:

- Barbara J. Case (4/27/2022)
- Lisa K. Smith (4/27/2022)

Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0.

14. Board Action – Approval is requested for the *Committee on Special Education Reports*Motion for approval by Tiffany Orcesi, seconded by Sandra Klindt, with motion approved 6-0.

#### F. ITEMS FOR BOARD ACTION - PERSONNEL

- 15. Board Action *BE IT RESOLVED*, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to approve the appointment of *Paul Mendez*, as *School Resource Officer*, effective July 1, 2022, at an annual salary of \$35,000 as per agreement.
  - Motion for approval by Tiffany Orcesi, seconded by Albert Romano, with motion approved 6-0.
- 16. Board Action *BE IT RESOLVED*, that upon the recommendation of the Superintendent of Schools, the General Brown Central School District Board of Education takes action to enter into an agreement with *Paul Mendez*, to serve as the District's *School Resource Officer*, and that the Board of Education authorizes Mr. Mendez to carry a firearm while on duty, and that this Resolution shall serve as written authorization to do the same.

Motion for approval by Jamie Lee, seconded by Albert Romano, with motion approved 6-0.

#### G. ITEMS FOR BOARD ACTION - PERSONNEL continued

A motion for approval of the following PERSONNEL CHANGES, with *effective dates* as listed, is made by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0.

- 17. Board Action Retirements: None
- 18. Board Action Resignations:

Name	Position	Effective Date
Amber Buckingham	Teacher Aide	04/27/2022
Melissa Schillinger	5-Hour Food Service Helper	06/25/2022
MaryAnn Lanham-Livingston	4-Hour Food Service Helper	05/21/2022

#### 19. Board Action – Appointments:

Name	Position	Annual Salary or Rate of Pay	Probationary or Tenure Track Appt. (if appl.)	Effective Date
Rachel M. Skipper	Elementary Teacher	Salary correction: "\$54,165" annually	unchanged	unchanged
William E. Shepard	Correction: Interim "Assistant" Transportation Director	unchanged	n/a	unchanged
Julie S. Grieco	Substitute Teacher Aide	\$13.20 per hour	n/a	Emergency appointment effective: 04/28/2022
James A. Beyor	Head Custodian	\$21.10 per hour	Provisional appointment	Emergency appointment effective: 05/02/2022
Quinn K. Peters	Cleaner	\$13.20 per hour	n/a	Emergency appointment Effective: 05/03/2022
Marina Spadaccini	Teacher Aide	\$13.20 per hour	n/a	05/10/2022
Melissa L. Watson	Substitute Teacher Substitute Teacher Aide	\$95 per day \$13.20 per hour	n/a	05/10/2022
Kimberlee M. Mattraw	Substitute Teacher	\$95 per day	n/a	05/10/2022
Christopher M. Snider	Cleaner	\$13.50 per hour	n/a	05/24/2022

Melissa Schillinger	Substitute Food Service Helper	\$13.20 per hour	n/a	09/01/2022

#### H. ITEMS FOR BOARD ACTION - FINAL FINGERPRINT CLEARANCE

- 20. Board Action Upon the recommendation of the Superintendent of Schools WHEREAS, on behalf of the General Brown Central School District, two sets of the following prospective employees' fingerprints for employment have been submitted to NYSED, along with the signed Consent Form, and a request for conditional clearance. The following employees have received FINAL CLEARANCE from SED:
  - Julie S. Grieco Substitute Teacher Aide
  - James A. Beyor Custodial
  - Melissa L. (Shoemaker) Watson Substitute Teacher
  - Quinn K. Peters Custodial
  - Christopher M. Snider Custodial
  - Kimberlee M. Mattraw Substitute Teacher

Motion for approval by Sandra Klindt, seconded by Natalie Hurley, with motion approved 6-0.

#### I. SUPERINTENDENTS' REPORTS

- 21. Assistant Superintendent Smith presented budget information during the Annual Meeting-Budget Hearing.
- 22. Superintendent Case shared the successful re-configuration of staging buses at Brownville Glen Park Elementary. Leadership will be revisiting emergency plans, and will also look to improve bus staging at other buildings as well.

#### J. CORRESPONDENCE & UPCOMING EVENTS

23. Correspondence Log

#### K. ITEMS FOR NEXT MEETING

- 24. Tuesday May 17, 2022 Annual Budget Vote/Election will be held in the gymnasium of the Jr.-Sr. High School Noon-8 PM
- 25. Monday June13, 2022 Regular Meeting will begin at 5:30 p.m. in the auditorium of the Jr.-Sr. High School

#### L. MOTION FOR ADJOURNMENT for Annual Meeting / Budget Hearing at 6:00 p.m.

26. A motion was requested to adjourn the regular meeting to begin the Annual Meeting. The regular meeting will reconvene immediately following the Budget Hearing.

Motion for adjournment by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0. Time: 6:00 p.m.

27. A motion was requested to reconvene the regular meeting.

Motion for approval by Natalie Hurley, seconded by Sandra Klindt, with motion approved 6-0. Time: 6:30 p.m.

#### M. PROPOSED EXECUTIVE SESSION

28. **A motion was requested to enter executive session** for the discussion of the performance history of eight individuals, and the discussion of a potential specific legal matter.

Motion for approval by Tiffany Orcesi, seconded by Natalie Hurley, with motion approved 6-0. Time 7:23 p.m.

#### N. RETURN TO OPEN SESSION

29. A motion was requested to adjourn the executive session and reconvene the regular meeting.

Motion for approval by Sandra Klindt, seconded by Natalie Hurley, with motion approved 6-0. Time 9:29 p.m.

#### O. MOTION FOR ADJOURNMENT

Respectfully submitted:

30. **There being no further business or discussion,** a motion was requested adjourn the regular meeting.


Debra L. Bennett, District Clerk

Motion for approval by Albert Romano, seconded by Jamie Lee, with motion approved 6-0. Time 9:29 p.m.

\*Supporting documents may be found in supplemental file dated May 9, 2022

## GENERAL BROWN CENTRAL SCHOOL DISTRICT BOARD OF EDUCATION

#### **BUDGET HEARING AND ANNUAL SCHOOL DISTRICT MEETING**

### Unapproved Minutes

May 9, 2022 6:00 PM Prevailing Time

This meeting began at 6:00 p.m. immediately following the regular meeting of the Board of Education.

#### A. **BUDGET HEARING**

- 1. Introduction of the District Clerk by President Milkowich.
- 2. Is there anyone opposed to dispensing with the reading of the legal notice? No objections were made, motion was carried.
- 3. Is there anyone opposed to dispensing with the reading of the minutes of the 2021 Annual Meeting? No objections were made, motion was carried.
- 4. Election of trustees:

Vacancies on the Board of Education shall *not* be considered as separate specific offices and nominating petitions shall not describe any specific vacancy for which the candidate is nominated.

The following candidates have submitted their written intention and presented it to the District Clerk days in advance as required by law:

- Tiffany Orcesi
- Tasha Richards
- Kimberly Shuler
- Joshua Dettmer
- Jason Hamilton
- Jason Reynolds

#### Qualifications of voters:

- A citizen of the United States of America;
- eighteen years of age or older;
- a resident within the District for a period of thirty days in advance, as required by law.
- 5. Mrs. Case and Mrs. Smith Proposed Spending Plan for 2022-2023 was presented by Mrs. Case and Mrs. Smith. Candidates were called upon to provide a brief introduction of themselves.
- 6. The Annual Meeting was adjourned at 6:30 p.m., until 12:00 noon on Tuesday, May 17, 2022 whereby voting will be held in the gymnasium of the Jr.-Sr. High School until 8:00 p.m.
- 7. The regular business meeting reconvened.

## GENERAL BROWN CENTRAL SCHOOL DISTRICT Annual Budget Vote and Board of Education Election

**Unapproved Minutes** 

#### May 17, 2022

- 1. 11:55 a.m. The annual meeting was called to order by Mrs. Smith, Chairperson
- 2. Mrs. Smith announced the following:
  - Clerk
    - Debra Bennett-District Clerk
  - Assistant Clerks:
    - Donna Keefer
    - Christine Doldo
    - Lisa Leubner
    - Kristi Bice
    - Rebecca Flath
  - Inspectors:
    - Michele Groff-Chief Inspector
    - Jean LaSage-Jefferson County Board of Elections Inspector
- 3. Chairman Smith directed voters to the polls at 12:00 noon.
- 4. The Oath of Office was administered to all Clerks and Inspectors.
- 5. Chairman Smith announced that the polls were about to close at 7:55 p.m.
- 6. The polls were declared closed at 8:00 p.m. prevailing time.
- 7. The outcome of the vote was announced as follows:
- Proposition 1 2022-2023 Annual Budget: [simple majority]
   PASSED Yes 363 No 126
   Proposition 2 2022-2023 Bus Purchase Proposition:
   PASSED Yes 386 No 98
   Proposition 3 Establish General Capital Reserve Fund:
   PASSED Yes 397 No 85
- Board of Education results:

—	Tiffany Orcesi	366	votes
	Tasha Richards	173	votes
	Kimberly Shuler	261	votes
	Joshua Dettmer	70	votes
—	Jason Hamilton	158	votes
	Jason Reynolds	243	votes
_	Write-in candidates	3	votes

The following two (2) trustees were elected to the Board of Education to serve three (3) year terms to commence July 1, 2022, and to expire June 30, 2025:

- Tiffany Orcesi
- Kimberly Shuler

The third highest vote-getter was elected to the Board of Education to serve a one (1) year term to commence immediately, and to expire June 30, 2023:

- Jason Reynolds
- 8. A motion for adjournment was made by Kristi Bice, a second was made by Michele Groff, and the meeting was adjourned at 8:09 p.m.

Respectfully submitted:		
Debra L. Bennett. District Clerk		

Supporting documents may be found in supplemental vote file dated May 17, 2022

## GENERAL BROWN CENTRAL SCHOOL DISTRICT Audit Committee Meeting June 13, 2022

#### **AGENDA**

1.	Internal Claims Auditor's Report - Mr. Alvin Hasner provided a written report for your information.
2.	<b>Board Action</b> - Approval of the Audit Committee minutes from November 8, 2021 (as attached) Motion for approval by, seconded by, with motion approved
3,	ADJOURNMENT of Audit Committee  Motion for approval by, seconded by, with motion approved

Note: Once the audit committee meeting is adjourned, the Board will take action to approve the Internal Claims Auditor's Report in regular session.

#### General Brown Central School District Claims Auditor Duties June 13, 2022

- 1. Examine all purchases (other than payroll related) for the following:
  - a. That items purchased have a receiving date and the appropriate individual signed the purchase order or invoice.
  - b. That contractual purchases have the proper approval for services rendered.
  - c. Review all invoices to see if discounts are taken and that no taxes are charged.
  - d. I check math on all invoices, claim forms and officiating forms that are manually produced.
  - e. Make sure that a purchase order was created for all appropriate purchases.
  - f. Review all Board minutes to see if conferences are approved.
  - g. Examine contracts.
- 2. After the checks are printed I compare them to the warrant listing just examined.
  - a. I put an accounting mark at the vendor name on the check to be mailed and trace to my listings
  - b. Also check the amount of the check to make sure it is the same amount on the warrant listing.
- 3. At the beginning of each month I review all the warrants for the previous month and compile a reconciliation to the monthly checks written report. This procedure is to make sure that I have examined all recorded expenditures for the month.
  - a. I examine all void and stop payment checks.
- 4. Most common exceptions that I find on the weekly warrants are:
  - a. Math errors on officiating vouchers.
  - b. Invoices lack properly signed purchase order.
  - c. Lack of verification that items or services have been received.
  - d. I have found sale tax added to various invoices.
  - e. This year I have noticed that more invoices do not have preprinted purchase order numbers on them. This may mean that items are being purchased without proper approval.

Alvin J. Hasner District Claims Auditor

# GENERAL BROWN CENTRAL SCHOOL DISTRICT Audit Committee Unapproved Minutes November 8, 2021

- 1. Presentation of *Independent (External) Auditors' Report* Bowers & Company
- Approval of the *Audit Committee minutes from June 14, 2021* (attached)
   Motion for approval by Natalie Hurley, seconded by Albert Romano, with motion approved 6-0.
- 3. Adjournment of Audit Committee

  Motion to adjourn the Audit Committee meeting by Jamie Lee, seconded by Sandra Klindt, with the motion approved 6-0.

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13156 MXL2371GOV       183418 AiO Pro 3420       Computer       HP         13157 MXL2371GOH       183419 AiO Pro 3420       Computer       HP         13159 MXL2371FYL       183421 AiO Pro 3420       Computer       HP         13160 MXL2371FYS       183422 AiO Pro 3420       Computer       HP         13163 MXL2371FYX       183425 AiO Pro 3420       Computer       HP         13168 MXL2371GO9       183430 AiO Pro 3420       Computer       HP         13170 MXL2371FXG       183432 AiO Pro 3420       Computer       HP         13172 MXL2371FXN       183434 AiO Pro 3420       Computer       HP         13173 MXL2371GOY       183435 AiO Pro 3420       Computer       HP         13174 MXL2371FZ4       183436 AiO Pro 3420       Computer       HP         13175 MXL2371FZ7       183437 AiO Pro 3420       Computer       HP         13182 MXL2371FXK       183442 AiO Pro 3420       Computer       HP         13185 MXL2371FYJ       183445 AiO Pro 3420       Computer       HP         13188 MXL2371FXJ       183448 AiO Pro 3420       Computer       HP         13190 MXL2371GOD       183450 AiO Pro 3420       Computer       HP         13195 MXL2371FXP       183455 AiO Pro 3420       Computer       HP </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>						
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13159 MXL2371FYL       183421 AiO Pro 3420       Computer       HP         13160 MXL2371FYS       183422 AiO Pro 3420       Computer       HP         13163 MXL2371FYX       183425 AiO Pro 3420       Computer       HP         13168 MXL2371G09       183430 AiO Pro 3420       Computer       HP         13170 MXL2371FZG       183432 AiO Pro 3420       Computer       HP         13172 MXL2371FXN       183434 AiO Pro 3420       Computer       HP         13173 MXL2371GOY       183435 AiO Pro 3420       Computer       HP         13174 MXL2371FZ4       183436 AiO Pro 3420       Computer       HP         13175 MXL2371FZ7       183437 AiO Pro 3420       Computer       HP         13180 MXL2371GOW       183438 AiO Pro 3420       Computer       HP         13185 MXL2371FYJ       183445 AiO Pro 3420       Computer       HP         13186 MXL2371GOR       183446 AiO Pro 3420       Computer       HP         13190 MXL2371GOD       183450 AiO Pro 3420       Computer       HP         13195 MXL2371FXP       183455 AiO Pro 3420       Computer       HP         13196 MXL2371FY6       183456 AiO Pro 3420       Computer       HP					•	
13160 MXL2371FYS       183422 AiO Pro 3420       Computer       HP         13163 MXL2371FYX       183425 AiO Pro 3420       Computer       HP         13168 MXL2371GO9       183430 AiO Pro 3420       Computer       HP         13170 MXL2371FZG       183432 AiO Pro 3420       Computer       HP         13172 MXL2371FXN       183434 AiO Pro 3420       Computer       HP         13173 MXL2371GOY       183435 AiO Pro 3420       Computer       HP         13174 MXL2371FZ4       183436 AiO Pro 3420       Computer       HP         13175 MXL2371FZ7       183437 AiO Pro 3420       Computer       HP         13176 MXL2371GOW       183438 AiO Pro 3420       Computer       HP         13182 MXL2371FXK       183445 AiO Pro 3420       Computer       HP         13186 MXL2371GOR       183446 AiO Pro 3420       Computer       HP         13190 MXL2371GOD       183450 AiO Pro 3420       Computer       HP         13195 MXL2371FXP       183455 AiO Pro 3420       Computer       HP         13196 MXL2371FY6       183456 AiO Pro 3420       Computer       HP					•	
13163 MXL2371FYX       183425 AiO Pro 3420       Computer       HP         13168 MXL2371G09       183430 AiO Pro 3420       Computer       HP         13170 MXL2371FZG       183432 AiO Pro 3420       Computer       HP         13172 MXL2371FXN       183434 AiO Pro 3420       Computer       HP         13173 MXL2371GOY       183435 AiO Pro 3420       Computer       HP         13174 MXL2371FZ4       183436 AiO Pro 3420       Computer       HP         13175 MXL2371FZ7       183437 AiO Pro 3420       Computer       HP         13176 MXL2371GOW       183438 AiO Pro 3420       Computer       HP         13182 MXL2371FXK       183442 AiO Pro 3420       Computer       HP         13185 MXL2371FYJ       183445 AiO Pro 3420       Computer       HP         13188 MXL2371FXJ       183448 AiO Pro 3420       Computer       HP         13190 MXL2371GOD       183450 AiO Pro 3420       Computer       HP         13195 MXL2371FXP       183455 AiO Pro 3420       Computer       HP         13196 MXL2371FY6       183456 AiO Pro 3420       Computer       HP					•	
13168 MXL2371G09       183430 AiO Pro 3420       Computer       HP         13170 MXL2371FZG       183432 AiO Pro 3420       Computer       HP         13172 MXL2371FXN       183434 AiO Pro 3420       Computer       HP         13173 MXL2371G0Y       183435 AiO Pro 3420       Computer       HP         13174 MXL2371FZ4       183436 AiO Pro 3420       Computer       HP         13175 MXL2371FZ7       183437 AiO Pro 3420       Computer       HP         13176 MXL2371G0W       183438 AiO Pro 3420       Computer       HP         13182 MXL2371FXK       183442 AiO Pro 3420       Computer       HP         13185 MXL2371FYJ       183445 AiO Pro 3420       Computer       HP         13186 MXL2371GOR       183446 AiO Pro 3420       Computer       HP         13190 MXL2371GOD       183450 AiO Pro 3420       Computer       HP         13195 MXL2371FXP       183455 AiO Pro 3420       Computer       HP         13196 MXL2371FY6       183456 AiO Pro 3420       Computer       HP					· · · · · · · · · · · · · · · · · · ·	
13170 MXL2371FZG       183432 AiO Pro 3420       Computer       HP         13172 MXL2371FXN       183434 AiO Pro 3420       Computer       HP         13173 MXL2371GOY       183435 AiO Pro 3420       Computer       HP         13174 MXL2371FZ4       183436 AiO Pro 3420       Computer       HP         13175 MXL2371FZ7       183437 AiO Pro 3420       Computer       HP         13176 MXL2371GOW       183438 AiO Pro 3420       Computer       HP         13182 MXL2371FXK       183442 AiO Pro 3420       Computer       HP         13185 MXL2371FYJ       183445 AiO Pro 3420       Computer       HP         13186 MXL2371GOR       183446 AiO Pro 3420       Computer       HP         13190 MXL2371GOD       183450 AiO Pro 3420       Computer       HP         13195 MXL2371FXP       183455 AiO Pro 3420       Computer       HP         13196 MXL2371FY6       183456 AiO Pro 3420       Computer       HP					•	
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•	13195	MXL2371FXP	183455	AiO Pro 3420	Computer	HP
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			Computer	
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12447 2UA12328TC	Elite 8100 SFF	•	н НР
12447 20A12328TD	Elite 8100 SFF	Computer	пР НР
	Elite 8100 SFF	Computer	
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12450 2UA12328TG	Elite 8100 SFF	Computer	HP
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13002 MXL23614XX		AiO Pro 3420	Computer	HP
10625 5322308100P	123261	AVerVision 300AF+	Document Camera	AVerMedia Tech
10993 CNU9257TSX		Compaq 6535b	Laptop	HP
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11960 CNU02457DS		Mini 5102 Notebook	Laptop	HP
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11617 F1D004498	183024	CP-A220N	Projector	Hitachi
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11633 F1D004525		CP-A220N	Projector	Hitachi
11634 F1D004487		CP-A220N	Projector	Hitachi
11634 F1D004487		CP-A220N	Projector	Hitachi
11636 F1D004474		CP-A220N	Projector	Hitachi
11637 F1D004611		CP-A220N	Projector	Hitachi
11637 F1D004611		CP-A220N	Projector	Hitachi
11649 F1D004441		CP-A220N	Projector	Hitachi
11661 F1D004469		CP-A220N	Projector	Hitachi
11661 F1D004469		CP-A220N	Projector	Hitachi
11675 F1D004503		CP-A220N	Projector	Hitachi
11687 F1D004460		CP-A220N	Projector	Hitachi
11687 F1D004460		CP-A220N	Projector	Hitachi
11690 F1D004479		CP-A220N	Projector	Hitachi
11690 F1D004479		CP-A220N	Projector	Hitachi
11693 F1D004473		CP-A220N	Projector	Hitachi
11696 F1D004493		CP-A220N	Projector	Hitachi
11696 F1D004493	183103	CP-A220N	Projector	Hitachi

11697	F1D004533	183104	CP-A220N	Projector	Hitachi
11697	F1D004533	183104	CP-A220N	Projector	Hitachi
11698	F1D004475	183105	CP-A220N	Projector	Hitachi
11701	F1D004534	183108	CP-A220N	Projector	Hitachi
	F1D004462		CP-A220N	Projector	Hitachi
	F1E004793		CP-A220N	Projector	Hitachi
	F1E004793		CP-A220N	Projector	Hitachi
	F1F006907		CP-A220N	Projector	Hitachi
	F1F006907		CP-A220N	Projector	Hitachi
	F2FU04631		TEQ-Z782WN	Projector	TEQ
	F2FU04631		TEQ-Z782WN	Projector	TEQ
	F2UF04194		TEQ-Z782WN	Projector	TEQ
	F2UF04194		TEQ-Z782WN	Projector	TEQ
	F2EU03449		TEQ-Z782WN	Projector	TEQ
	F2EU03449		TEQ-Z782WN	Projector	TEQ
	F2FU04619		TEQ-Z782WN	· ·	TEQ
	F2FU04619			Projector	
			TEQ-Z782WN	Projector	TEQ
	F2GU05423		TEQ-Z782WN	Projector	TEQ
	F2GU05423		TEQ-Z782WN	Projector	TEQ
	F2GU05431		TEQ-Z782WN	Projector	TEQ
	F2GU05431		TEQ-Z782WN	Projector	TEQ
	F2GU05426		TEQ-Z782WN	Projector	TEQ
	F3CU10037		CP-A222WN	Projector	Hitachi
	F3CU10037		CP-A222WN	Projector	Hitachi
13241	F3CU10097		CP-A222WN	Projector	Hitachi
	F3CU10092	231440	CP-A222WN	Projector	Hitachi
	F1J011452		CP-A220N	Projector	Hitachi
	F4BU20884		TEQ-Z782WN-M	Projector	TEQ
	F4BU21722		TEQ-Z782WN-M	Projector	TEQ
	FOIUO6556		CP-A52UF	Projector	Hitachi
	F1H010648		CP-A220N	Projector	Hitachi
	F1J011447		CP-A220N	Projector	Hitachi
	F1J011448		CP-A220N	Projector	Hitachi
	F1J011461		CP-A220N	Projector	Hitachi
	F1J011463		CP-A220N	Projector	Hitachi
	F1J011465		CP-A220N	Projector	Hitachi
12786	F1J011819		CP-A220N	Projector	Hitachi
13542	F4BU20884		TEQ-Z782WN-M	Projector	TEQ
13543	F4BU21722		TEQ-Z782WN-M	Projector	TEQ
12804	F1H010648		CP-A220N	Projector	Hitachi
12792	F1J011447		CP-A220N	Projector	Hitachi
12786	F1J011819		CP-A220N	Projector	Hitachi
2487	CNK5530HMT	112323	HP 1955	Monitor	HP
10465	CNC844PXFQ	167537	L1950	Monitor	HP
10466	CNC844PXFS	167539	L1950	Monitor	HP
10473	CNC844PX0R	167553	L1950	Monitor	HP
10475	CNC844PXGF	167557	L1950	Monitor	HP

10476 CNC844PXFF	167559 L1950	Monitor	HP
10477 CNC844PX15	167561 L1950	Monitor	HP
10479 CNC844PXFM	167565 L1950	Monitor	НР
10483 CNC844PX13	167573 L1950	Monitor	НР
10572 CNC844PXG5	167692 L1950	Monitor	НР
10603 CNC844PXGP	167753 L1950	Monitor	HP
10610 CNC844PX0V	167767 L1950	Monitor	HP
	167775 L1950		
10613 CNC844PX0Z		Monitor	HP
10621 CNC844PX1S	167832 L1950	Monitor	HP
12197 CNC03800CM	231225 HP LA1905	Monitor	HP
12185 CNC038011K	231237 HP LA1905	Monitor	HP
12186 CNC038014T	231238 HP LA1905	Monitor	HP
12184 CNC03800CW	231239 HP LA1905	Monitor	HP
12183 CNC03800CR	231240 HP LA1905	Monitor	HP
12182 CNC03800CP	231241 HP LA1905	Monitor	HP
12181 CNC038001Q	231242 HP LA1905	Monitor	HP
12177 CNC0380158	231246 HP LA1905	Monitor	HP
12176 CNC03800CK	231247 HP LA1905	Monitor	HP
12175 CNC038014V	231248 HP LA1905	Monitor	HP
12173 CNC0380154	231250 HP LA1905	Monitor	НР
12171 CNC0380151	231252 HP LA1905	Monitor	НР
12170 CNC03800CD	231253 HP LA1905	Monitor	НР
12169 CNC0380036	231254 HP LA1905	Monitor	НР
12168 CNC038015B	231255 HP LA1905	Monitor	НР
12167 CNC038014Y	231256 HP LA1905	Monitor	HP
12166 CNC03800CN	231257 HP LA1905	Monitor	HP
12165 CNC038014Z	231258 HP LA1905	Monitor	HP
12163 CNC0380142 12163 CNC0380150	231260 HP LA1905	Monitor	HP
	231262 HP LA1905		
12161 CNC0380157		Monitor	HP
12160 CNC03800CC	231263 HP LA1905	Monitor	HP
12159 CNC0380155	231264 HP LA1905	Monitor	HP
12158 CNC03800CQ	231265 HP LA1905	Monitor	HP
12157 CNC03800CH	231266 HP LA1905	Monitor	HP
12155 CNC03800CJ	231268 HP LA1905	Monitor	HP
12154 CNC03800CX	231269 HP LA1905	Monitor	HP
12035 CNC0230JQV	231411 HP LA1905	Monitor	HP
10124 CNC723Q8H0	HP 1740	Monitor	HP
10128 CNC723Q8LC	HP 1740	Monitor	HP
10301 VNB3L06081	126150 LJ P1505n	Printer	HP
14337 VNB3X16422	183804 LJ M452	Printer	HP
11743 CNBF325517	192391 LJ CP1525NW	Printer	HP
11743 CNBF325517	192391 LJ CP1525NW	Printer	НР
11752 CNBF229105	192400 LJ CP1525NW	Printer	НР
11752 CNBF229105	192400 LJ CP1525NW	Printer	НР
10908 MY8AP6818Q	OJ K5400	Printer	HP
13236 CNCCF511RB	LJ M601	Printer	HP
14088 CNDCJ9X1P9	LJ M605	Printer	HP
14000 CIVDGJATES	LJ IVIOUS	THILE	H

11639	SB680-M2-021208	183046	SB680		Smart Board	SMART
11654	SB680-R2-A57889	183061	SB680		Smart Board	SMART
11668	SB680-M2-021219	183075	SB680		Smart Board	SMART
11671	SB680-R2-A97997	183078	SB680		Smart Board	SMART
11677	SB680-M2-021235	183084	SB680		Smart Board	SMART
11689	SB680-R2-A97978	183096	SB680		Smart Board	SMART
11692	SB680-M2-021222	183099	SB680		Smart Board	SMART
11694	SB680-R2-A57773	183101	SB680		Smart Board	SMART
11710	SB680-R2-A57777	183117	SB680		Smart Board	SMART
11772	SB680-R2-A58505	183158	SB680		Smart Board	SMART
11774	SB680-R2-A58575	183160	SB680		Smart Board	SMART
11788	SB680-R2-A58524	183174	SB680		Smart Board	SMART
11799	SB680-R2-A57781	183185	SB680		Smart Board	SMART
11812	SB680-M2-021184	183187	SB680		Smart Board	SMART
11820	SB680-M2-021233	183195	SB680		Smart Board	SMART
11822	SB680-R2-A58533	183197	SB680		Smart Board	SMART
11826	SB680-M2-021228	183201	SB680		Smart Board	SMART
13060	SB680-M2-D22890	183338	SB680		Smart Board	SMART
13063	SB680-M2-D22855	183341	SB680		Smart Board	SMART
13069	SB680-M2-C93152	183347	SB680		Smart Board	SMART
13072	SB680-M2-D22839	183350			Smart Board	SMART
	SB680-M2-C93151	183356			Smart Board	SMART
	SB680-M2-C84872	183549			Smart Board	SMART
	SB680-M2-E06741	231436			Smart Board	SMART
13245	SB660-M2-A32137	231439	SB680		Smart Board	SMART
	SB680-R2-A20063		SB680		Smart Board	SMART
	SB680-R2-A31636		SB680		Smart Board	SMART
	SB680-R2-A32052		SB680		Smart Board	SMART
	SB680-M2-C28458		SB680		Smart Board	SMART
	SB680-R2-A32054		SB680		Smart Board	SMART
	9050YRH1442		KV-S2048C		Scanner	Panasonic
	9050YRH1442		KV-S2048C		Scanner	Panasonic
	9050YRH1442		KV-S2048C		Scanner	Panasonic
	9050YRH1443	1//264	KV-S2048C		Scanner	Panasonic
	GR9W218361	102057	4490 Office	1000051	Scanner	Epson
	D012DW11A1899	183057		1006851	•	SMART
	D012DW11A0275	183060		1006851	•	SMART
	D012DW11A0282	183074		1006851	•	SMART
	D012DW11A2221	183077		1006851	•	SMART
	D012DW11A0286	183080		1006851	•	SMART
	D012DW11A0296	183083		1006851	-	SMART
	D012DW11A0284 D012DW11A0287	183086		1006851		SMART
		183095		1006851	•	SMART
	D012DW11A0300 D012DW11A0283	183098 183102		1006851 1006851	•	SMART SMART
	D012DW11A0283	183116		1006851	·	SMART
	D012DW11A0293	183157		1006851	·	SMART
11//1	DOTYD AN TIWYYOU	10313/		100001	Speaker	JIVIAI\ I

11773	D012DW11A2222	183159	1006851 Speaker	SMART
11796	D012DW11A0263	183182	1006851 Speaker	SMART
11798	D012DW11A0254	183184	1006851 Speaker	SMART
11811	D012DW11A0289	183186	1006851 Speaker	SMART
11819	D012DW11A0266	183194	1006851 Speaker	SMART
11821	D012DW11A0271	183196	1006851 Speaker	SMART
11823	D012DW11A0270	183198	1006851 Speaker	SMART
11825	D012DW11A0272	183200	1006851 Speaker	SMART
11838	D012DW11A0285	183208	1006851 Speaker	SMART
11839	D012DW11A2210	183209	1006851 Speaker	SMART
13059	A022EW3301974	183337	1006851 Speaker	SMART
13062	A022EW3302328	183340 1006851	Speaker	SMART
13071	A022EW3000482	183349	1006851 Speaker	SMART
13077	A022EW3302353	183354	1006851 Speaker	SMART
13081	A022EW3300322	183358	1006851 Speaker	SMART
13243	A022FW0800195	231437	1006851 Speaker	SMART
13244	A022FW0800200	231438	1006851 Speaker	SMART
12211	A022CW1600916		1006851 Speaker	SMART
12205	A022CW1600938		1006851 Speaker	SMART
12790	A022DW17022757		1006851 Speaker	SMART
12790	A022DW17022757		1006851 Speaker	SMART
12784	A022DW1702769		1006851 Speaker	SMART

#### Additional equipment to be excessed June 13, 2022

CYBEX Arm Curl Machine
CYBEX Shoulder Press Machine
CYBEX Plate Loaded Bench Press
2 CYBEX Weight Trees
Platform Bench Press
Platform Incline Bench Press
BFS Bench Press
BFS Neck Machine
3 Universal Bars

Old Batting Cage Net in Old Gym