

Draft Agenda Ward 5 NPA

May 16, 2019

City Market Community Room 207 Flynn Ave 6:30pm-8:30pm

Agenda:

6:30-6:45 - Open Forum

6:45-7:00 - Discussion and vote on NPA bylaws

7:00-7:25 - Green Mountain Transit Q&A (Rachel Kennedy)

7:25-7:50 - City Council update (Joan Shannon and Chip Mason)

7:50-8:15 - Fletcher Free Library update (Mary Danko)

8:15-8:30 - Update on Community Development Block Grants (CDBG) (Sam Beall)

Ward 5 Steering Committee Members

Kirstin Boehm, kirstincboehm@gmail.com

Lucia Campriello, lwcampriello@gmail.com

Ben Traverse, bentraverse@gmail.com

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For more information about Wards 5 NPA visit their CEDO webpage

<https://www.burlingtonvt.gov/CEDO/Neighborhood-Services/NPAs/Ward-5-NPA>

Keep Current on their Facebook page <https://www.facebook.com/Ward5NPA>

In collaboration with Channel 17 cctv.org, we will also now be live streaming our meetings on YouTube, which will permit the submission of online comments during Q&A portions of the meeting:

<https://www.youtube.com/channel17townmeetingtv>



SUMMARY OF RECOMMENDED CHANGES TO THE MEMBER'S HANDBOOK & BY-LAWS

What Are the NPAs?

- Remove reference to only “seven” wards

What Do the NPAs Do?

- Update to more accurately reflect current roles of NPA

Former Preamble, Article I, and Article II

- Remove repetitive and unnecessary language

Article I: Membership

- Change terminology regarding meeting accessibility
- Require that the NPA work to accommodate member needs, rather than only at a member’s request
- Incorporate the process of using a sign-in sheet
- Require that whenever practicable, a period of time will be provided at the beginning of each meeting for attendees to introduce themselves
- Confirm that when it comes to meeting participation, preference may be provided to Ward 5 members

Article II: Steering Committee Officers

- Confirm there will be up to seven steering committee members
- Clarify that elections may be held in March or April
- Add language that a term-limited steering committee member may fill a vacancy
- Update steering committee roles
 - Add the role of “Engagement Coordinator”
 - More than one person may hold each role
 - The roles may change between each meeting

- o Clarify the preference that a Moderator have formal training or relevant past experience in
- o Change references to “Neighborhood Coordinating Council” to “All Wards”

Article III: Recall of Officers & Filling Vacancies

- Amend timing of when a recall petition can be submitted, to align with when a petition for any other agenda item can be submitted
- Clarify language on filling vacancies

Article IV: Meetings

- Remove reference to “Annual Meeting” and “Annual Report,” as we only hold “Regular Meetings.”
- Remove reference to “Combined Steering Committee Meetings,” as this is now addressed by “All Wards.”
- Amend number of members necessary to place an agenda item by petition, from 15 to 10, to align with number of members necessary to recall a steering committee officer.
- Clarify how an agenda item may also be added by majority vote of members
- Remove unnecessary language on “Order of Business”
- Confirm that ballot votes will be “secret” ballot votes.

Article VIII: Miscellaneous Provisions

- Add legally protected classes of gender identity and veteran status to non-discrimination article.
- Update gender pronouns throughout the document



NEIGHBORHOOD PLANNING ASSEMBLY MEMBER'S HANDBOOK & BY-LAWS

Revised: 8/1997, 1/17/2002, [5/16/2019](#)

“The Neighborhood Planning Assemblies shall... help provide citizens with information concerning City programs and activities; help obtain citizen views of City needs, and help provide citizens with an opportunity to participate in making recommendations with respect to governmental decisions, including the allocation of revenues.”

Burlington City Council Resolution September 1982

WHAT ARE THE NPAs?

Neighborhood Planning Assemblies (NPAs) are grassroots, neighborhood organizations that were established in each of Burlington's ~~seven~~ Wards to encourage resident participation in City government. Working as neighborhood advocacy groups, NPAs ~~have helped~~ improve communication between the residents of Burlington and City government through regular meetings scheduled in each Ward. NPAs serve as organized, democratic forums where neighbors can learn about public issues that affect them, and advise the City of their concerns and needs. From stop signs to major development projects, the NPAs offer you an innovative way to get involved in neighborhood and City issues and make your opinions heard.

This handbook, intended for NPA members, or anyone interested in learning more about the NPAs, contains a short description of what the NPAs do and how they function. At the back is a copy of the By-Laws for your Ward.

WHAT DO THE NPAS DO?

~~NPA members concerned about safety in their neighborhoods have successfully lobbied for increased police protection and worked with block leaders and the Police department to organize effective neighborhood watch systems. They have been influential in obtaining improved access to City parks and their ideas have been incorporated when master plans for these parks have been developed. NPAs have~~

~~also been responsible for neighborhood beautification with tree and flower planting projects and have contributed to programs for the City's youth.~~

Resolutions

NPAs are able to influence public policy in several ways. One of the most effective ways they can express their sentiments and concerns is in the form of a resolution. These resolutions are distributed to the Mayor, City Councilors, and appropriate City Departments, ensuring that elected officials and Department Heads know how their constituents feel about issues ~~before~~ while projects are formulated and final decisions are made. It is customary for NPAs to share their resolutions with one another so that everyone is kept informed about prevalent opinions on issues or projects of public concern.

Community Development Block Grants

In addition to their advisory role, NPAs are also involved in decisions regarding community development and participate directly in the allocation of Federal Community Development Block Grant (CDBG) funds by electing representatives to sit on the CDBG advisory board.

CDBG funds are used to support many critical human service, housing, neighborhood, and community development needs in Burlington. ~~Likewise, in the past several years, most NPAs have been allocated CDBG funds to sponsor neighborhood improvement projects. Project ideas come from neighborhood people, like you, who see a need for something in their neighborhood and then work to make it happen.~~

NPAs are also called upon to elect representatives to serve on various ~~committees~~, advisory groups, and task forces in the City, particularly those related to future infrastructure projects, ~~such as the Main Street Task Force, the Riverside Avenue Revitalization Committee, and the Bike Council. In addition, they elect representatives to serve on the City's Conservation Board, which assesses the environmental impact of development proposals, and helps map out development policies.~~ Such involvement is important because it assures that residents, representing the opinions of their Ward, are participating in public policy decisions.

Community Engagement

Many NPAs serve an educational function as well by sponsoring candidate debates or presentations on current issues and, at certain times, may meet together to address issues that affect larger areas of the City. ~~Newsletters~~ Online postings, video streaming of meetings, and block parties have been additional ways some NPAs have helped foster involvement and a feeling of community in their neighborhood.

Each of Burlington's neighborhoods has its own unique history, resources, and problems to be solved, and the Neighborhood Planning Assemblies reflect this diversity.

Because many of the NPAs grew out of already existing neighborhood groups, each has a different character and a different approach to resolving issues. What the NPAs share, however, is the power and resources of their members and the ability to involve people in the process of City government.

~~In Ward 5, the NPA has been actively involved in the planning and redesigning of the Southern Connector, traffic calming, the construction of bus shelters, and assisting the Champlain School PTO in its efforts to upgrade the school's playground. Your NPA offers you an opportunity to get involved in a~~

~~meaningful way in the issues facing your community.~~ The more active and committed the members are, the more powerful your NPA will become.

Ward 5 Neighborhood Planning Assembly By-Laws

PREAMBLE:

~~New England has been called the cradle of American democracy because it is the home of town meeting government. These community gatherings reflect a unique heritage of spontaneous decision-making, volunteer activism, and grass roots constituency vital to the character of the State of Vermont. The Neighborhood Planning Assemblies make it possible for the residents of Burlington to participate in this tradition in a municipal setting, where citywide meetings are not practical.~~

~~The Neighborhood Planning Assemblies are government on the ground level. They exercise checks and controls on City government, establish mutual communication, and prevent excessive concentration of power in the Mayor or the City Council.??~~ The intention is not to replace civic government, but to empower the people to influence existing government in a cooperative and advisory capacity, and to provide a consistent yet flexible structure for enabling them to do so. This ensures that civic government responsively and responsibly exercises the authority it has been given by the people. [AWB—we ought to define what civic government means in this context if we're going to use it twice]

GUIDING PRINCIPLES:

The Guiding Principles of the Ward 5 NPA are that:

The NPA will provide a safe and welcoming forum where **all** residents can actively share their voice about issues that matter to them, and where they can learn from the voices of others.

The NPA will cultivate involvement by a diverse spectrum of community members through active outreach and through eliminating barriers to participation.

The NPA will operate in a manner that models respectful, inclusive, and culturally and economically aware practices.

The NPA will be a fun, creative, and vital organization that values & benefits ~~from~~**through** the multitude of perspectives shared by those who participate.

The NPA will be non-partisan and will make no endorsement of political candidates.

With these goals and principles in mind, and in accordance with the City Council resolution establishing the Neighborhood Planning Assemblies, we, the residents of Ward 5, hereby adopt the following structure and By-laws.

ARTICLE I: NAME

~~This Neighborhood Planning Assembly will be known as the~~

~~Ward 5 Neighborhood Planning Assembly~~

ARTICLE II: STATEMENT OF PURPOSE

~~The purpose of the Ward 5 Neighborhood Planning Assembly will be to provide a forum for the exchange of information between the residents of the Ward and the Burlington City Government. The NPA will obtain information from the appropriate commission, department, or elected official with respect to City policies, activities, and other issues of concern to the members of the Assembly.~~

~~The NPA will provide a voice for the residents of the Ward to express their opinions to the appropriate parties in City government.~~

~~The NPA will be non-partisan and will make no endorsement of political candidates.~~

ARTICLE III: MEMBERSHIP

All Ward 5 residents who are 14 years or older have a voting membership in our Neighborhood Planning Assembly (NPA). To facilitate attendance at NPA meetings, meeting places ~~must be~~ are ~~handicapped~~ accessible to all.

~~The NPA Upon request, steering committee members will seek work to accommodate special member needs, such (e.g., child care, transportation) that will allow a all Ward 5 residents are able to attend NPA meetings.~~

PARTICIPATION.

At every meeting, the Steering Committee shall provide a sign-in sheet on which all attendees will be asked to provide their name and address. Whenever practicable, every meeting agenda shall also include time for attendees to introduce themselves to the NPA.

Every eligible member may:

- a. Participate in meetings of the Ward 5 NPA;
- b. Cast one vote on all matters properly put before the membership for consideration;
- c. Nominate and participate in the election of the Steering Committee; and
- d. Serve on the Steering Committee if chosen; ~~and~~
- e. ~~Receive notices and minutes of all meetings of the Ward 5 NPA.~~

PARTICIPATION BY NON-MEMBERS.

Non-members may attend and participate in NPA meetings, but may not vote. If both members and non-members are seeking to participate in a meeting, preference may be provided to members at the Moderator's discretion.

ARTICLE IV: STEERING COMMITTEE OFFICERS

The Assembly will elect no less than three (3) and no more than seven (57) Steering Committee members to serve at any one time. They will be elected at ~~the first~~ a regularly scheduled meeting ~~following between~~ March 1st and April 30th of each calendar year.

TERMS. Terms will begin May 1st of that year and end April 30th of the next year. Steering Committee members will serve for one-year terms. After a Steering Committee member serves for five consecutive one-year terms, ~~she or he~~ they must step down from the Steering Committee for at least one full year before becoming eligible to serve on the Steering Committee again, except as set forth in Article III with respect to filling vacancies.

QUORUM. A majority of the members of the NPA Steering Committee shall constitute a quorum for any meeting of the Steering Committee, provided that all members of the NPA Steering Committee have been notified at least 48 hours in advance of any scheduled meeting. Absent such prior notification, a quorum shall not be possible unless all Steering Committee members attend.

VOTING. All decisions of the Steering Committee shall be decided by a simple majority of members present at a meeting of the Steering Committee, a quorum having been established.

DUTIES OF THE STEERING COMMITTEE. The Steering Committee shall be responsible for the general management of the affairs of the NPA in accordance with these By-laws, including carrying out the following duties:

- a. Meeting Management: arranging, advertising, convening, coordinating, and facilitating regular and special meetings of the NPA, including the setting of the meeting agendas, the booking of meeting space, and the scheduling of meeting guests and speakers.
- b. Neighborhood Outreach: sharing of information, meeting schedules and NPA activities with NPA members, Ward residents, and the general public.
- c. Municipal Monitoring and Oversight: paying regular attention to actions and plans of City Departments, Commissions, the City Council, and the Department of Planning and Zoning, for the purpose of keeping Ward 5 informed of events, investments, and proposed projects that might affect the lives of people living there.
- d. Proper Recording: taking of meeting minutes, recording of all Votes and Resolutions, proper distribution of all Resolutions, and coordination with the Community and Economic Development Office on recording of meeting minutes.

KEY POSITIONS WITHIN THE STEERING COMMITTEE

Members of the Steering Committee shall appoint from among themselves at least one person to each of the following positions: Moderator, Neighborhood Liaison, Engagement Coordinator, and Representative to ~~the Neighborhood Coordinating Council~~ All Wards. ~~No person may be appointed to more than one of these positions at the same time.~~ Any member of the Steering Committee may be appointed to any one of these three positions, except that a current member of the Burlington City Council may not be appointed as Moderator. These appointments can rotate between meetings.

~~TERM. These persons shall serve for one-year terms.~~

DUTIES.

a. Moderator. Facilitate most regular and special meetings of the NPA. To serve as a Moderator, the Steering Committee member should have some formal training or other relevant experience in being a moderator. ~~Attend at least one training a year and meet with the Moderators from the other NPAs two other times a year to improve skills and share experiences.~~

b. Neighborhood Liaison. Receive and review agendas of the City Council, Commissions, and Boards. Attend meetings of these municipal bodies, as necessary. Keep NPA members and Steering Committee members informed on municipal issues and actions affecting the Ward. Keep the Community and Economic Development Office and other City departments informed about projects, decisions, and concerns of the NPA.

c. Representative to ~~the Neighborhood Coordinating Council~~ All Wards. Regularly attend ~~Council Meetings~~ meetings with the steering committee members from all other wards ("All Wards"); stay informed of all issues taken up by ~~the Council~~ All Wards. Keep NPA members and Steering Committee members informed of actions and decisions of ~~the Council~~ All Wards. Vote on behalf of the NPA, representing the NPA's interests and the Ward's interests before ~~the Council~~ All Wards.

d. Engagement Coordinator. Advertise regular meetings to the community. Ensure technology is available to stream regular meetings, and monitor any video stream for questions from the public. Take minutes of regular meetings and meetings of the Steering Committee.

ARTICLE ~~III~~IV: RECALL OF OFFICERS & FILLING VACANCIES

Any elected officer will be subject to recall proceedings on the written petition of ten (10) members of the Assembly, explicitly stating the nature of the complaints. This petition will be presented to the Steering Committee for consideration of the membership at least ~~three~~ ten (10) days in advance of a weeks prior to a warned regular meeting. The Steering Committee shall place the recall question on the next regular meeting agenda, and the question ~~it~~ will require a majority vote to effect a recall. Should an officer be recalled, and the recall results in there being no Steering Committee members, a replacement can be elected at the same Assembly meeting.

Except as set forth above, ~~Positions vacated by death, resignation or other reasons, not by the process of recall,~~ any vacancy will be filled by election no sooner than the next regular meeting ~~30 days and no later than 60 days from official notification to the Assembly of said vacancy.~~ Members will be notified of the vacancy in accordance with the warning provisions of Article IV. A vacancy may be filled by a member who is term-limited pursuant to Article II.

ARTICLE ~~IV~~V: MEETINGS

Regular Meetings will be held no less than four times a year for the purpose of discussing and acting on the Agenda, making decisions, hearing assigned reports, discussing new business, and conducting the general business of the Ward 5 Neighborhood Planning Assembly according to its By-Laws.

~~Annual Meetings will be held in March for the purpose of: accepting the Annual Report of the Ward 5 NPA, electing a new steering committee, and conducting regular NPA business.~~ Steering Committee Meetings will be held ~~monthly~~ between each regular meeting, or as needed, for the purpose of setting the next ~~meeting~~ month's agenda, planning future NPA meetings or activities, and carrying out other duties of the steering committee.

~~Combined Steering Committee Meetings are composed of Steering Committee members from Ward 5 and any or all other wards. They may be called by a majority vote of the Steering Committee when cooperative efforts between or among wards are needed.~~

All Meetings will be open to the public and minutes will be recorded and made available at the ~~monthly~~ meeting immediately following. City officials, department heads, commissioners, and other resource people may be called as required to aid NPA deliberations at any meeting.

Warnings will be given at least ten (10) days in advance of any meeting and the warning will be widely advertised.

A Quorum of voting members must be present at ~~annual or~~ regular meetings for decisions on Ward 5 business to be made. A quorum is achieved when voting members who are not on the steering committee outnumber Steering committee members present. For example, if two steering committee members are present, there must be at least three voting members present who are not on the Steering Committee.

If the Moderator finds that a quorum is not present, ~~he or she~~ they may take measures to obtain a quorum. A motion to contact absent members ~~to~~ ask them to attend would represent such a measure.

Agenda. The agenda for a NPA meeting is created by the Steering Committee prior to the NPA meeting. The agenda is published as part of a meeting's warning. The agenda for a meeting is made up of items proposed by:

The Steering Committee, based upon input from NPA members and the community;

Items requested by the Mayor, City Officials, department heads, commissioners, and/or resource people;

A majority vote of the City Council; ~~or~~

Petition of at least ~~fifteen~~ ten (~~15~~10) Ward 5 NPA members, provided the petition is delivered to the Steering Committee at least ten (10) days in advance of any meeting.

~~;~~ ~~A majority vote of the City Council; and~~ At any regular meeting, Any member of the Ward 5 NPA community may add an item to that meeting's agenda, provided such a proposal receives a majority vote ~~at an NPA meeting that has a quorum.~~

A reasonable period of time will be provided on the agenda as an open forum to encourage members to frankly express their views and concerns on the management of the Assembly and on topics of public interest and need.

~~The agenda is published as part of a meeting's warning. It must be given at least ten (10) ~~five (5)~~ days before the meeting. The Order of Business for meetings will be:~~

~~–Overview of the Agenda~~

~~–Implementing the Agenda [including Open Forum]~~

Voting on all financial matters will require a two-thirds (2/3) majority vote. All other votes, except by-laws' changes, will require a simple majority. Voting will be done by a show of hands. However, voting can be by [secret](#) ballot if requested and approved by a majority hand vote. Proxy Voting will not be permitted.

ARTICLE VII: AMENDMENT

These By-Laws may be amended at ~~an annual or~~ regular meeting. Written notice setting forth the proposed changes must be warned at least 20 days before the meeting.

A vote of two-thirds of the members of the Ward 5 Neighborhood Planning Assembly present and voting will be necessary for amendment to these By-Laws.

ARTICLE VIII: MISCELLANEOUS PROVISIONS

NON-DISCRIMINATION. In accordance with the guiding principles of these NPA By-laws, the Ward 5 NPA will promote and work to sustain an inclusive participatory environment that does not discriminate on the basis of race, color, national origin, sex, [gender identity](#), sexual orientation, religion, age, [veteran status](#), or disability.

COMPLIANCE WITH PUBLIC MEETING REQUIREMENTS. The Ward 5 NPA must act in compliance with all public meeting requirements. See the City Attorney's Office for a listing of these requirements.

CONFLICT OF INTEREST. Members of the Ward 5 NPA have a responsibility to their NPA to fairly review and vote on matters directly affecting their Ward without prejudice or bias. If a NPA member believes that a conflict of interest could exist with any agenda or voting item, that member should take the responsibility to disclose this conflict, and address the issue with the NPA. If upon disclosure, the quorum wants to include this member in the discussion and/or voting process, the NPA [must have](#) concluded that no conflict of interest exists. Failure of a member to disclose a potential conflict of interest could result in a null/void vote or cause the need for further discussion or re-vote on a particular issue affected.

WARD 5 STEERING COMMITTEE MEMBERS

1. Name, Address, Phone, Email
2. Name, Address, Phone, Email
3. Name, Address, Phone, Email
4. Name, Address, Phone, Email
5. Name, Address, Phone, Email
6. Name, Address, Phone, Email
7. Name, Address, Phone, Email



**Fletcher
Free
Library**

2020 in sight!

2020 Vision

Our community is engaged in lifelong learning. The Fletcher Free Library is an essential partner in Burlington's economic, social & cultural growth.

Mission

To inform, enrich & nurture a community of lifelong learners.

Strategy



Guiding Principles

- Open to all.
- Dedicated to ensuring patronage represents the diversity of our community
- Dedicated to personal & intellectual freedom.
- Responsive, adaptive & accountable.
- A steward of materials & spaces.
- Committed to working in partnership with the community.
- Passionate about our mission, the Fletcher Free, & Burlington.

Strategic Directions 2017–2020



Goal 1. The Fletcher Free enables & facilitates learning, empowering through knowledge.

STRATEGY 1 Provide cultural & literary enrichment opportunities.

&

STRATEGY 2 Provide universally accessible literacy programs.

Objectives

1. Engage, inspire, inform & open conversation among community members.
2. Improve connectivity & access to knowledge.
3. Prepare learners for continued growth.
4. Contribute to the academic & career success of the community.

Activities

- Develop and deliver in-library literary and literacy enrichment programming for infants, preschoolers, youth, tweens and teens, adults, and seniors.
- Provide literary and literacy enrichment outreach services to seniors, home-based care providers, students at summer schools and camps, homebound patrons.

STRATEGY 3 Maintain reciprocal relationships for successful learning.

Objective

Grow partnerships that add value to community learning opportunities, leveraging both library & partner resources.

Activities

- Collaborate to enhance learning opportunities available to the community.
- Connect patrons to learning opportunities at the library & partner organizations.
- Contribute to community cultural & educational networks.



Goal 2. Fletcher Free patrons have meaningful & dynamic library user experiences.

STRATEGY 1 Provide useful, usable & desirable library services, resources & spaces.

Objective Ensure all services & spaces provide a solution, satisfy a need, are easy to use & are safe.

Activities

- Institute a user-focused service philosophy.
- Ensure library policies and procedures empower staff.
- Optimize points of patron interaction in the library and online.
- Ensure digital resources & their interfaces are seamless, & responsive to mobile technology.
- Upgrade public technology resources.
- Design and institute behavior reinforcing wayfinding within the Library.

STRATEGY 2 Build staffing capacity.

Objective Ensure appropriate staffing levels, skill sets and staff empowerment to meet service demands and community needs.

Activities

- Continue to build a quality staffing structure, focusing on literacy, outreach and technology.
- Institute annual evaluations for staff.
- Provide professional development opportunities for staff.
- Implement resource-saving technologies.
- Implement centralized volunteer management.

STRATEGY 3 Maintain relevant, easy-to-access collections.

Objective Patrons use collections for personal growth & lifelong learning.

Activities

- Implement user-focused access to collection.
- Maintain and evaluate centralized collection development model



Goal 3. The Fletcher Free is positioned to sustain & grow resources.

STRATEGY 1 Maintain a strong community presence.

Objective Raise awareness of library services, their benefit & how to access them.

Activities

- Rebrand the library and roll out the brand in the community.
- Re-develop the library website.
- Develop marketing plans & materials that meet patron needs.
- Conduct outreach to the community aimed at increasing patronage that reflects the diversity of our community.
- Promote 'library card sign up month' once a year, as well as other innovative ways to engage community members as library patrons.

STRATEGY 2 Be responsive & accountable.

Objective Ensure services, resources & spaces remain aligned with evolving community needs & expectations.

Activities

- Develop data management solutions for tracking and analysis of service statistics.
- Measure the library's impact in the community.
- Implement a continuous improvement cycle: needs assessment; satisfaction survey; evaluate data & results; design & implement service improvements.

STRATEGY 3 Build sustainability.

Objective Strengthen the library's organizational & financial foundation.

Activities

- Transition library fundraising to our Friends organization as Fletcher Free's 501(c)3.
- Fund library programming, professional development & special initiatives through Friends 501(c)3.
- Develop and implement a capital campaign to redesign & remodel the library interior emphasizing the children's library, the teen area, meeting rooms, & a café.

Neighborhood Planning Assembly Attendees



NPA (choose one)	Wards 1 & 8	Wards 2 & 3	Wards 4 & 7	Ward 5	Ward 6
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Date of Assembly : 5-16-19 Location: City Market 20TH

Please return to your convener, Phet Keomanyanh Ave
or email to nmiller@burlingtonvt.gov

1	ANDY SIMON	20
2	Mohamed Jafar	21
3	Gretchen Bailey	22
4	R. PAUL SMITH	23
5	ELISA C. NELSON	24
6	Rachael Kennedy	25
7	Marcia Gustafson	26
8	BEN TRAVERSE	27
9	JOE DERY	28
10	Bryan Davis / CC RPC	29
11	SCOTT PAVEK	30
12	Spencer Smith	31
13	Gordon Dragoor	32
14	Alison Segar	33
15	William W. Calfee	34
16		35
17		36
18		37
19		38
20		40