

Special Commission on State Institutions

Meeting Minutes

November 14, 2024

2:30 PM - 4:30 PM

Date of meeting: Thursday, November 14, 2024

Start time: 2:30PM

End time: 4:30PM

Location: Virtual Meeting (Zoom)

Member Name / Seat	Vote 1*	Vote 2	Vote 3	Vote 4	Vote 5
Alex Green – The Arc of Massachusetts, designee	X	A	X	X	X
Andrew Levrault – Disabled Persons Protection Commission (DPPC)	X	X	X	X	X
Anne Fracht – Department of Developmental Services (DDS), designee	X	X	X	X	X
Bill Henning – Boston Center for Independent Living (BCIL)	X	X	X	X	X
Brenda Rankin – Wrentham Developmental Center	-	-	-	-	-
Elise Aronne – Wrentham Developmental Center	-	-	-	-	-
Evelyn Mateo (<i>co-chair</i>) – Department of Mental Health (DMH)	X	X	X	X	X
James Cooney – Department of Mental Health (DMH)	-	X	-	X	X
Kate Benson – DMH, designee	X	X	X	X	X
Laurie Medeiros – MassFamilies	X	-	-	X	X
Mary Mahon McCauley – Massachusetts Office on Disability (MOD)	-	-	-	X	-
Matthew Millett (<i>co-chair</i>) – DDS	X	X	X	X	X
Reggie Clark – Massachusetts Advocates Standing Strong (MASS)	-	-	-	-	-
Samuel Edwards – Secretary of State, Archives Division	X	X	X	X	X
Sister Linda Bessom – Hogan Developmental Center, family member	-	-	-	-	-
Vesper Moore – Kiva Centers	X	X	X	X	X

* (X) Voted in favor; (O) Opposed; (A) Abstained from vote; (-) Absent from meeting or during vote

Proceedings

Mr. Millett, Commission Co-chair, called the meeting of the Special Commission on State Institutions to order at 2:30PM. He welcomed members and reminded them that full Commission meetings are subject to Open Meeting Law and any votes taken are conducted via rollcall. He requested that participants stay muted as they listen, use the “raise hand” feature when they want to speak, and state their name before speaking. He also reminded everyone that any questions posted in the Zoom Q&A forum would be reviewed and addressed by CDDER towards the end of the meeting and that there would be a break midway through today’s two-hour extended meeting. Ms. Mateo, Commission Co-chair, added that CART services would be available during the meeting, and the recording and minutes would be posted on the Commission's mass.gov website.

After reviewing the meeting “housekeeping” items, Mr. Millett announced that Evelyn Mateo requested to step down as co-chair and Kate Benson agreed to replace her. Ms. Mateo will be a

Commission member going forward. Additionally, Mr. Millett announced the departure of Commission member, Caitlin Ramos, and introduced her replacement, Samuel Edwards, who works as a Reference Archivist at the Massachusetts State Archives. Lastly, Mr. Millett introduced a new Commission member, James Cooney, who was appointed to the role of a former employee of a state institution

Next, Ms. Mateo introduced Dr. Emily Lauer from The Center for Developmental Disabilities Evaluation and Research (CDDER) from UMass Chan Medical School to provide a recap of what was talked about during the last Commission meeting held in September 2024. Dr. Lauer's recap included the following:

1. Introduction of New Members:

- a. The Commission introduced two new members, Lauri Medeiros and Caitlin Ramos.

2. Updates from Three Working Groups:

- a. Records and Record Access Group: Discussed scenarios for law clinic students to review laws related to record access and reviewed a draft response to a letter of inquiry to the Governor.
- b. Burials and Burial Location Group: Discussed research related to the Foxborough State Hospital cemetery, reviewed the burial report outline, and discussed the cemetery at Tewksbury Hospital called The Pines, including a memorandum of understanding or agreement related to the use of the property and walking trails.
- c. Framework for Recognition Group: Discussed lessons learned from the California Memorial Project and the work of Pat Deegan.

3. Burials and Burial Locations Draft Report:

- a. CDDER provided a brief presentation on this research topic, which was included in the draft report for the Commission to review. The presentation covered:
 - i. The handling of burials of the poor in colonial Massachusetts and institutionalized individuals.
 - ii. The labeling of people with disabilities as poor, institutionalized, and sometimes referred to as inmates.
 - iii. Laws used to take bodies of deceased individuals from institutions for medical education and research, and the additions of in-house autopsies and morgues at state lunatic hospitals.
 - iv. Funding for burials of poor immigrants that received public supports, starting from shipmasters and railroad masters to towns, cities, and eventually the State.
 - v. Death record laws, death record and reporting requirements, and the evolution of vital records.
 - vi. Different types of cemeteries and the impact of public health-related infectious diseases on burial practices.
 - vii. Additional research areas, including the cemetery for bodies donated to science at Pine Hill Cemetery in Tewksbury and institutions with possible unmarked graves.

Vote 1 to approve the 11/14/2024 meeting minutes: Mr. Millett requested a motion to approve the minutes from the Commission's last meeting on November 14, 2024. Ms. Laurie Medeiros

introduced the motion, which was seconded by Mr. Vesper Moore and approved by roll-call vote (see record of votes above).

Next topic of discussion: Discussion of Structure of the Commission and Next Phase of Work

Prior to discussing this next topic, Mr. Millett informed Commissioners that he and his co-chair, Ms. Mateo, requested that CDDER send everyone a hold on their calendars for a full Commission meeting on Thursday, December 12th at 2:30PM.

1. Proposal for Additional Leadership Roles:

- a. Mr. Millett proposed creating additional leadership roles, such as a vice-chair and a secretary, to help manage the workload of the Commission, which includes giving feedback to CDDER for the draft report and creating recommendations to be included in the Commission's final report to the state legislature.
- b. He explained that the vice-chair could step in as co-chair if either he or Kate Benson were unavailable and could assist with regular tasks and outreach to members before meetings.
- c. The secretary would help with writing tasks for the Commission, such as drafting letters, reviewing draft versions of the final report from CDDER, gathering comments from meetings, and crafting draft materials for the Commission to review.

2. Support for the Proposal:

- a. Alex Green expressed support for the idea and volunteered to take on the role of secretary, citing his experience with paperwork and writing.
- b. Kate Benson also supported the idea, emphasizing the need for additional help due to the significant amount of paperwork and the importance of having both roles.

3. Discussion on Meeting Time:

- a. Ms. Benson mentioned her difficulty in attending 2:30 PM meetings due to her schedule and suggested moving the meeting time to 3:00 PM.
- b. The Commission discussed the possibility of changing the meeting time, with Mr. Millett suggesting a Doodle poll to find a suitable time that accommodates everyone's schedules.
- c. CDDER is to send a Doodle poll shortly after today's meeting to find out what time works best for the majority of Commission members.

4. Questions and Comments from Commissioners:

- a. Ms. Medeiros asked if the work and reports developed by the group get filed with any specific office or person within the executive Health and Human Services Commissions, the Governor, or any other branch of leadership in Massachusetts, or if the work is just held within the Commission and reported to the legislators.
 - i. Mr. Millett responded that he did not know the answer and asked Emily Lauer from CDDER or Mr. Green to clarify.
 - ii. Mr. Green explained that the final report would be formally delivered to the Speaker of the House, the Senate President, and the Governor's office, and that it would be posted publicly. He also mentioned the possibility of legislative briefings and high-level summaries being shared in other formats.

- b. Ms. Medeiros shared her experience with her organization, Mass Families, which files annual reports with the Governor's office but lacks a way to have follow-up discussions.
- c. As a result of this experience, she suggested that the Commission consider requesting a brief Zoom call with the recipients of the report to discuss its contents, thank them for their support, and express a desire to continue working together.
 - i. Dr. Lauer added that the final report would be posted publicly and that there were discussions about legislative briefings and high-level summaries to be shared in addition to the final report. She also mentioned that CDDER's report would serve as the basis for the Commission's recommendations, which would be the primary section of the final report.

Vote 2 to approve Mr. Alex Green as Secretary: Mr. Millett requested a motion to approve Mr. Alex Green as Secretary of the Commission. Mr. Moore introduced the motion, which was seconded by Ms. Anne Fracht and approved by roll-call vote (see record of votes above).

Vote 3 to approve the Vice-Chair role: Mr. Millett requested a motion to approve the Vice-Chair role for the Commission. Mr. Green introduced the motion, which was seconded by Mr. Andrew Levrault and approved by roll-call vote (see record of votes above).

Next topic of discussion: Update from Workgroups

Before the work group updates, Ms. Mateo announced to the Commission that all work groups have concluded as the tasks of the work groups are now completed. She also gave a high-level recap of what each work group has accomplished to date.

- **Letter of Inquiry Work Group:**
 - Drafted a letter to Governor Healey and Secretary Walsh after records were found in old buildings at the Fernald in January 2024.
- **Records and Records Access Work Group:**
 - Drafted possible legal scenarios for Harvard Law students to research.
 - Created a draft response letter to Secretary Walsh's letter sent to and received by the Commission in July 2024.
 - Provided input into the data collection tool to collect the inventory of records not held by the Massachusetts State Archives.
- **Burial and Burial Location Work Group:**
 - Provided input into a gap analysis tool to analyze the conditions of institutional cemeteries.
 - Researched guidance on steps to take when a possible unmarked grave is identified.
- **Framework for Remembrance Work Group:**
 - Heard talks from five different groups about their work to restore cemeteries and how they are remembering the former residents and patients of state institutions.

Ms. Mateo invited each group to share reports on the work they have done since the last meeting.

- **Records and Records Access Work Group:**

- **Background on the Letter to Secretary Walsh:** Mr. Green began his report by summarizing the background information on the situation that led to the drafting of the letter to Secretary Walsh. In January 2024, it was discovered that a substantial number of records were left behind in buildings across the campus of the former Fernald School. This discovery was made public in the Boston Globe, leading to a larger discussion and response between the Commission, DDS, and DMH. Ultimately, the Commission sent a letter to Secretary Walsh to inquire about the steps being taken and what was known about these records. A preliminary response was received in July 2024.
- **Summary of the Draft Reply to Secretary Walsh:** Mr. Green then proceeded to summarize the key points of the draft reply to Secretary Walsh, which included five main requests:
 - More information about what was found during the sweep of the older facilities.
 - Details on how records are currently stored and kept safe.
 - Ways to make it easier for people to access records about themselves or their loved ones, potentially aligning the process with Massachusetts State Archives' procedures.
 - Clarification on what counts as a medical record, especially in relation to cemetery records.
 - Information on the location and completeness of records to help people understand what records exist and what might be missing.
- **Questions and Comments from Commissioners:**
 - Mr. Samuel Edwards raised a question about whether the work group had discussed advocating for changes in legislation around medical records, noting that Massachusetts is one of the most restrictive states in terms of how long medical records can be restricted.
 - Mr. Green responded that the work group had indeed looked into this issue and had gathered information from other states. Harvard Law School students were also researching this topic, and their findings would be available by the end of the year. He mentioned that the legislature was waiting for the Commission's recommendations before acting on this matter.
 - Ms. Medeiros asked for clarification on the term "sweep" used in the draft letter, expressing concern that different people might interpret it differently.
 - Dr. Lauer explained that in this context, "sweep" referred to the effort to collect and clean up records that were available at the location.

Vote 4 to approve sending the draft reply: Mr. Millett requested a motion to authorize CDDER to send the draft reply to Secretary Walsh. Mr. Green introduced the motion, which was seconded by Ms. Mary Mahon McCauley and approved by roll-call vote (see record of votes above).

- **Tool for Gathering Data on Records:** Mr. Green briefly discussed a tool created by the work group to support the gathering of data from DMH and DDS. The tool included a checklist of questions to help identify the types of records that exist,

their storage conditions, and whether any records had been approved for destruction by the Records Conservation Board. Mr. Green encouraged members to email any recommendations for the tool directly to the CDDER team.

Ms. Mateo invited Ms. Medeiros to provide a summary of the burials and burial locations work group about the work they have done since the last meeting.

- **Burials and Burial Locations Workgroup:**

- **Veterans in State Cemeteries:** Ms. Medeiros highlighted the importance of recognizing veterans buried in state cemeteries. She mentioned that veterans are part of the whole in state institutions and state deaths and burials, and they deserve the same dignity and respect as others. She noted that 47 former Fernald residents were discharged to serve in World War I. Lastly, Ms. Medeiros shared a moving story about a man named David, whose brother was buried in MetFern Cemetery. David expressed that his brother could finally have the dignity in death that he never had in life.
- **National Register of Historic Places:** Ms. Medeiros discussed the significance of having several state cemeteries listed on the National Register of Historic Places. This listing provides a level of recognition and dignity for these locations. She listed the cemeteries on the National Register, including Metropolitan State Hospital, MetFern Cemetery, Wrentham, Tewksbury, Medfield State Hospital, Belchertown State School Cemetery, Foxborough State Hospital, Westborough State Hospital, Grafton State Hospital, Monson, Worcester, and Boston State Hospital.
- **Position Statement on State Hospital Cemeteries:** Ms. Medeiros shared the position statement from the National Association of State Mental Health Program Directors issued in 2001. The statement emphasized that all people should be treated with respect and dignity, and states should take care of cemeteries on the grounds of state psychiatric hospitals. The statement highlighted the importance of maintaining cemeteries, finding graves, and providing information for families. It also suggested building memorials if not all graves could be found.
- **Public Access Trails and Cemeteries:** Ms. Medeiros discussed a memorandum of understanding between the Department of Public Health and Bay Circuit Alliance to create a public access trail on state-owned land. One of the trails would go through the Pines Cemetery. She expressed concern about the potential for dogs to run off-leash and go to the bathroom on graves, emphasizing the need for respect and dignity for those buried there.
- **Questions and Comments from Commissioners:** Ms. Mahon McCauley validated Ms. Medeiros's points and added that recognizing veterans contributes another level of honor and dignity to the cemeteries.

- **Framework for Remembrance Workgroup:**

- **Presentation by Pat Deegan and Deborah Anderson (September):** Danvers State has two cemeteries for patients who died there, with graves dating back to 1878 and 1903. Pat Deegan discovered the neglected cemetery in 1997 and initiated the Danvers State Memorial Committee. Some of the Committee's major achievements include securing funding for cemetery maintenance from DMH, coming to an

agreement with the Commissioner at the time to have graves marked with names instead of numbers, identifying most names of unmarked graves by 2002, and constructing a Wall of Remembrance at the cemetery site. Key learnings included:

- Engage stakeholders, including former patients, families, community groups, and local government.
 - Find natural allies such as historic preservationists and green-space advocates.
 - Use media to educate the public and advocate for cemetery conditions.
 - Persist in advocacy efforts.
- **Presentation by Alex Green on MetFern Cemetery (November):** MetFern Cemetery served Fernald Center and Metropolitan State Hospital from 1947 to 1979. Before this, residents were buried in Mount Feake Cemetery and in a town cemetery in Belmont, MA. One of the biggest challenges that MetFern confronts is being in a location that is prone to flooding and is known to have poor ground conditions. In the 1970's, Father Henry Marquardt, a former Chaplain for Fernald, and funeral director, Mr. Brasco, advocated for the cemetery's closure and for residents to be buried in the city cemetery in Waltham. Currently, community members and disability advocates continue to care for the cemetery. Alex Green and Gann Academy students researched those buried at MetFern, designed historical markers, and launched a website to memorialize these people. Unfortunately, efforts to secure Community Preservation Act funds for restoration were unsuccessful due to inaction by the city and state.

Ms. Mateo introduced a five-minute break at 3:47PM before the presentation on the draft report

Next topic of discussion: Presentation on the Draft Report on Burials and Burial Locations and Records and Records Access in Massachusetts by CDDER

As part of the Commission's scope of research, CDDER continued its delivery of a short presentation on topics related to institutional burial practices and burial locations and records and records access in Massachusetts. Before today's meeting, CDDER sent a draft copy of these sections of the report to the Commissioners. Commissioners had the opportunity to ask questions throughout the presentation

- **Burials and Burial Locations Areas for Additional Research:**

- **Burial Locations of Bodies Donated to Science:** Continued research is being conducted on burial locations, particularly focusing on individuals whose bodies were donated to science and buried at Pinehill Cemetery in Tewksbury. This was a confirmed practice as CDDER was able to identify 35 residents from the state hospital at Bridgewater as having been donated to medical schools.
- **Unmarked Graves:** Research includes both anecdotal and documented evidence of unmarked graves in various institutions such as Fernald, Belchertown, Northampton, Foxborough, Tewksbury, and Bridgewater. In 1981, there was a discovery at Bridgewater state hospital where twelve skeletons were found during construction, suggesting a burial site.

- **Cemetery Listings:** A list of cemeteries and names of those buried, including locations like Medfield, Westborough, Danvers, Wrentham, Belchertown, Gardner, and Hillside Cemetery in Worcester State, is being compiled.
- **Ongoing Research:** The research will continue, focusing on current laws around cremation, burial, and medical research of the deceased in Massachusetts.
- **Evolution of Governing Bodies of State Institutions**
 - **Placement of “Lunatics” & “Idiots” in Prisons and Jails (Early 1800’s):** In Massachusetts, a law required people labeled as "idiots," "lunatics," and "insane persons not furiously mad" to be kept in county jails or houses of correction. This practice began around or before the early 19th century, as noted in an 1832 report by the Commission establishing the Worcester State Lunatic Hospital. To be placed in jail, two judges had to deem the insane person a danger to the public. Groups of people with mental illness included those in prison, the poor, and those who had access to financial support. This population was also known to be placed in town almshouses and private dungeons.
 - **Placement of “Lunatics” & “Idiots” in Almshouses and Hospitals (1841):** Chapter 100 of the Acts of 1841 allowed people labeled as insane or idiots to be placed in state hospitals and almshouses instead of jails. Around this time, Massachusetts began considering better ways to support people labeled as idiots, including special schools.
 - **Committee on Public Charitable Institutions:** Formed in the 1830s, this committee was responsible for inspecting public charities, including schools and hospitals, such as the New England Institution for the Education of the Blind and the Worcester State Lunatic Hospital.
 - **Experimental School for Teaching and Training Idiotic Children (1848-1852):** Massachusetts started a project to understand and support people labeled as "idiots." A commission, including Samuel Gridley Howe, was formed to study this group and suggest ways to help them. The commission's findings led to the creation of the Experimental School for Teaching and Training Idiotic Children. This school was a public charity managed by the trustees of the Perkins Institution with a budget of \$2500 per year. The Experimental School was linked to the normal school at West Newton and was regularly visited by a committee from the Board of Education.
 - **Massachusetts School for Idiotic and Feeble-Minded Youth (1852):** After the Experimental School closed, the Massachusetts School for Idiotic and Feeble-Minded Youth opened in South Boston in 1852, taking in many students from the Experimental School. The new school was run by a mix of state-appointed and corporate trustees, with a Board of Visitors, including the governor, ensuring compliance with rules and regulations. Children aged 6 to 12 could apply, undergo a trial month, and receive a report on their acceptance. The school offered free education to at least 30 students from poor families, who had to provide certificates of financial need and mental deficiency. BY 1860, the Massachusetts School for Idiotic and Feeble-Minded Youth was recognized as a special school supporting education for all, regardless of disability, and was included in yearly reports from the Board of Education.

- **Board of Commissioners of Alien Passengers & State Paupers (1851):** This Board was established to ensure laws regarding foreign immigrants and people in need were followed, particularly in state almshouses. Per the laws of 1856, individuals labeled as "idiots" without a home were to be sent to the nearest state almshouse if reported to the court. However, the Board could help individuals leave almshouses or hospitals if they had a place to stay and were unlikely to need state assistance again. Records of these removals were kept in official files.
- **Special Joint Committee on Public Charitable Institutions (1859):** This Committee was formed to improve public charitable institutions. It found poor conditions in many almshouses and suggested the state should eventually stop using them. They proposed relocating lunatic state paupers and separating insane and idiotic state paupers into different buildings.
- **Board of Control of State Charities (1859):** This new board, including the Alien Commissioner and three governor-appointed members, oversaw state charitable institutions. They could move and discharge individuals needing help, with hospital trustees' approval required for discharges. Institutions receiving full or partial state funding had to provide statistical information to the Board.
- **State Board of Charities (1864):** This Board took over responsibilities from the previous board, overseeing and investigating public charities and correctional facilities. In 1864, the board began creating a state register for prisons and town paupers (also referred to as pauper or prison returns), categorizing them into fully supported, partially supported, and vagrants. Overseers for the poor were initially required to submit records twice a year to the Board, later changed to once a year, detailing personal and financial information about each pauper. The Board mandated regular updates on patients from state lunatic hospitals and other institutions, emphasizing the importance of accurate record-keeping.
- **Registration of Births, Marriages, and Deaths:** Massachusetts law required keepers of workhouses, hospitals, and almshouses to report every birth and death within six months, with fines for non-compliance. Detailed records of births and deaths were maintained by superintendents of state almshouses. The state provided blank books and forms for record-keeping, though it was unclear if these records had to be sent to the Secretary of State annually. The State Board of Charities maintained registers for almshouses, schools, workhouses, and asylums. Families could request and review records at the board's local office in Boston.
- **Board of State Charities & School for Idiotic and Feeble-Minded Youth:** The Massachusetts School for Idiotic and Feeble-Minded Youth was recognized in the Board of State Charities' 1864 annual report and was partially controlled by the state, unlike hospitals and almshouses. The report suggested that a student's town should help pay for their education, like what was required for students in reform and industrial schools. The school offered various types of learning, including basic reading and writing, visual lessons, and job skills.
- **Board of State Charities & State Primary School at Monson (mid 1800's):** The Primary School was established in 1855 to care for and educate pauper children without families, keeping them away from adult paupers. The law establishing it was

canceled in 1856, but the school officially opened in 1866. The superintendent of the almshouse managed the school's rules. It could take children from other almshouses, the state reform school, and truant children sent by towns. The almshouse at Monson closed in 1872, and the school took over the property. The school itself closed in 1895. Initially, there was no official register for students, but later, a register system from the Board of Education was implemented to track students.

- **State Board of Health, Lunacy, and Charity (1879):** The Organic Act of 1879 combined several state boards into the State Board of Health, Lunacy, and Charity, which took over responsibilities from the State Board of Health and the State Board of Charity. The new board oversaw public charitable and reform institutions and investigated questionable cases of lunacy. The Massachusetts School for Idiotic and Feeble-Minded Youth, seen as both educational and a public charitable institution, fell under the board's supervision.
- **Lunacy Laws and Commitment Records (1880):** Admitting someone to a hospital or asylum required a court order and two certificates of insanity from qualified doctors. Detailed records of the individual's personal and mental health history were required, and contacts had to be notified within two days of admission. At this time, a special commission, including the state prison's doctor and superintendents of state mental hospitals, was formed to review inmates for mental illness. If found insane, inmates were transferred to a mental health hospital and returned to prison once recovered, with hospital time counting towards their sentence.
- **State Board of Lunacy and Charity (1886):** The State Board of Lunacy and Charity was separated from the Board of Health. The Board of Health managed public health records and oversaw state hospitals, which became training centers for medical professionals.
- **State Board of Lunacy and Charity & School for the Feeble-Minded:** This institution was recognized as both a school and a residential asylum. Applications for admission required a court order and one medical certificate. The school submitted annual and quarterly reports to the Board of Education, tracking finances, operations, admissions, and discharges.
- **Records of Critical Incidents (late 1800's) :** In 1877, there were records of boys at the State Reform School in Westborough that were subjected to corporal punishment. There was also evidence of records of restraint and seclusion at the Tewksbury Asylum in 1886. Improved food, clothing, and work conditions for patients, with organized.
- **Major Split of the State Board of Lunacy and Charity (1899):** The State Board of Lunacy and Charity split into the State Board of Charity and the State Board of Insanity. The former oversaw "sane" paupers and state reform schools, while the latter managed insane paupers and all state hospitals and asylums for the insane.
- **State Board of Insanity (1899):** With the establishment of this new Board, it required members to have expertise in insanity and replaced the term "lunatic" with "insane." Institutional record-keeping requirements at this time included hospitals

and schools to fill out annual forms with details about admissions, which the Board kept records of all commitments, movements, and discharges. A records access system was suggested for easier court officer access. Lastly, the School for the Feeble-Minded at Waltham no longer had to report to the Board of Education and instead reported to the Board of Insanity. Regardless, the Board of Education continued to consider the school important for educating children with special needs.

- **Commission on Economy and Efficiency (1912-1915):** This commission aimed to improve state government efficiency, services, and cost savings. In 1914, it recommended reducing the number of leaders in the State Board of Insanity to five commissioners and one main leader, leading to the board's reorganization.

Vote 5: Adjourn meeting: Mr. Millet reminded everyone about the next full Commission meeting scheduled for December 12th, 2024. The time will be from 2:30PM – 4:30PM or 3:00PM – 5:00PM, depending on the Doodle poll results that CDDER will oversee and analyze. Thereafter, he entered a motion to adjourn the meeting at 4:30PM, Mr. Edwards seconded the motion (see records of votes above).