AGENDA
Council of Trustees Meeting
Friday, May 17, 2013
Durrwachter Alumni Conference Center
Lytle Board Room

Committee meetings – 1:00 pm
Committee Reports – 1:30 pm
Executive Session – 2:30 pm
General Session -- 4:00 pm
Dinner for Graduation Platform:  6:00 pm (Gumm Room 1st Floor)
Robing/Graduation – 7:00(Sullivan)/7:30 pm (Price)

A. COMMITTEE REPORTS
1. Academic Affairs Committee
2. Finance and Administration Committee
3. Student Affairs Committee
4. External Affairs Committee
5. Athletic Advisory Board Update

B. EXECUTIVE SESSION

C. GENERAL SESSION
1. Public Comments
2. Approval of Minutes February 7, 2013
   • Committee Reports
   • General Session

D. REPORTS
1. Executive Committee Report
2. President’s Report
3. Vice Presidents Reports
   • Provost and Senior Vice President for Academic Affairs
   • Vice President for Student Affairs
   • Vice President for Finance & Administration
4. APSCUF President Report
5. Special Report: Student Auxiliary Services, Inc.

E. MATTERS FOR DECISION (green documents)

1. Purchases over $10,000
2. Approval of 2013-2014 Fees
3. Resolutions for Retirement:
   • Patricia Chappelle
   • David Fink
   • James Karichner
   • Michael McGee
4. Resolutions for Emeriti Status:
   • Stephen Marvel
   • Sharon Taylor
   • Bruce Wooley
5. Authorization to Sign Evergreen Commons 2013 Cooperation Agreement
COMMITTEE REPORTS

LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Friday, May 17, 2013
Durrwachter Alumni Conference Center
Lock Haven University

Council Members Present:
Brent Barge
Mary Coploff
George Durrwachter
Guy Graham
Donald Houser
Deb Suder
Jerry Swope

Others Present:
Michael Fiorentino, University President
Donna White, Provost and Senior Vice President for Academic Affairs
William Hanelly, Vice President for Finance and Administration
Deana Hill, Associate Vice President for Human Resources
Rodney Jenkins, Executive Assistant to the President for External Relations
Dwayne Allison, Dean of Student Affairs
Ann St. Ledger, PASSHE Legal Counsel
Gwen Bechdel, Recording Secretary

The Lock Haven University Council of Trustees Committee Reports meeting began at 1:40 pm.

Academic Affairs Committee:

Dr. Wilson reviewed the committee report as it relates to the strategic plan. Of particular note were a 93% completion rate of academic program collection and report on student learning data, two new programs were approved, and the University has initiated a review of the general education curriculum by forming a task force to work within the framework of the University Curriculum Committee for review over the summer.

The implementation of moving from a two college structure to three will be complete on July 1. A reorganization of the Enrollment Management staff will produce more student-focused services. With the assistance of the department chairs, the budget planning process has been improved and aligned to link the planning process to the budget to outcomes.

Dr. Wilson announced that the athletic training program received the maximum ten-year re-accreditation status.
Trustee Suder inquired about the enrollment status. Provost Wilson responded that the freshmen cohort is currently down 130 paid deposits and both Admissions and Enrollment Management Offices are working diligently to bring that number up. Both transfer and graduate students are flat compared to last year. Trustee Graham inquired if the goal is a flat enrollment. Provost Wilson responded that although maintaining a flat enrollment will be a challenge, it is the University’s goal at this point.

Finance and Administration Committee:

Mr. Hanelly reported that an internal audit of the first year accounting of the Fairview Suites operations came back indicating that generally the University and Foundation are doing what they are supposed to, and there are some minor changes to be implemented.

The proposed fee change for the up-coming academic year recommends a general 3.5% increase in the meal plans, a slight increase of $7 per semester in the facilities fees which provide support for the student union building and the recreation center, and an $18 increase in the transportation fee to defray the cost of the third trolley and driver.

The Parking Committee recommended that the parking fines for the lot behind Sloan be doubled from $15 to $30 for decal spaces and from $50 to $100 for the loading zone.

The University is recommending that two fees be discontinued: the $5 for add/drop classes and the $200 deposit for returning students. A fee of $25 for the replacement of a diploma is also recommended.

Mr. Hanelly explained that the educational services fee is typically earmarked for instructional support costs, with a current requirement to allocate 15% of that fee for academic equipment. Mr. Hanelly requested that the Council of Trustees remove that restriction to allow the administration to apply those funds according to planning priorities and program needs.

Mr. Hanelly reported that an analysis was completed on the condition of the physical plant to obtain a true picture of the magnitude of deferred maintenance needed. Nearly 1,600 projects were identified with a $150 million estimate to be addressed over the next ten years. This covers both internal systems such as HVAC and the external work that might need to be done. The University will use this information to develop a prioritized plan to use the $12 million currently earmarked for maintenance of the buildings. The University is considering razing the Courthouse Annex and Russell because of the lack of funding to renovate these buildings. Trustee Graham confirmed that the Committee members discussed that renovations to Ulmer South would be a priority, allowing the occupants of the Annex and Russell to move there.

Mr. Hanelly noted that the Foundation was refinancing the Evergreen Commons project with a lower interest rate that reduces the debt service by $85,000 per year. The Trustees will be asked to approve authorization to sign a revised cooperation agreement. Trustee Durrwachter inquired if there was still a requirement to have 95% occupancy at Evergreen Commons before additional spaces can be opened up on the campus and Mr. Hanelly confirmed. Trustee Houser asked if the term was extended with the refinancing
and Mr. Hanelly indicated he would get that information and provide it to Trustee Houser. (Mr. Hanelly subsequently reported to Trustee Houser that the term was not extended.)

Student Affairs Committee:

Dr. Dwayne Allison reported the new food service venue at the East Campus Science Center is expected to be available August 1 with a breakfast and lunch combination menu through Aramark based on Panera Bread and Subway concepts. Also to accommodate increased students at the East Campus facility, a third trolley will be available. An additional fleet vehicle was purchased through grant funding for the Public Safety Office for use by our officers.

The University saw a record number of students living on campus this last year, with 95% occupancy in both Fairview Suites and Evergreen Commons. The occupancy levels for the next academic year are promising with 860 returning students and 937 new students.

Trustee Durrwachter inquired about the University’s policy on weapons. Dr. Allison responded that if a student wants a gun while they are on campus, they must register it and leave it with Public Safety to be signed in and out. No weapons are permitted in campus housing or on campus grounds. President Fiorentino noted that this issue has been discussed at the Chancellor’s meetings and the Board of Governors has appointed a Public Safety and Security Task Force to review the current policies and practices.

External Affairs Committee:

Mr. Rodney Jenkins reported the new website is nearing completion. Mobile web apps will be available towards the end of the semester, providing 14 mobile apps to areas such as the library, admissions, the registrar’s office, athletics, etc.

The Alumni Affairs Office held a reception in conjunction with Athletics in Philadelphia and there is a plan to continue these types of meetings to foster better relations with our alumni base nationwide.

Three videos were viewed depicting faculty from the new three-college structure. This media, along with other publications, will be used to highlight the strengths of our faculty and academic programs.

Trustee Houser expressed his disappointment in the cancellation of the alumni baseball game event in Harrisburg and asked for a plan to make these events more successful in the future. Mr. Jenkins responded that his office will be looking at events across campus divisions more strategically in an effort to develop better relationships. Trustee Houser also suggested that the Foundation should have provided an option for those persons paying for baseball tickets to choose to donate those funds to the Foundation rather than returning the payment to the purchaser. Trustee Barge advocated that in addition to the mobile apps, social media would be very helpful to students to announce the various
activities on campus. Mr. Jenkins indicated that currently there isn’t a staff position assigned to manage social media notifications.

**Athletic Advisory Board**

Dr. Fiorentino reported the Athletic Advisory Board has been regularly meeting and active this academic year. The members of the group were active participants in the search process for the new athletic director. Additionally, the Title IX subcommittee reviewed the reports from the PASSHE Office of Risk Management and other data collected and provided recommendations to the Board. The group looked at three major areas, facilities use and availability, participation rates, and financial support. One recommendation that came from the subcommittee was to add women’s rugby as a varsity level sport. President Fiorentino has asked the AAB and others to review the recommendations and provide options for consideration, including roster management. Trustee Swope asked how many of the PASSHE schools have women’s rugby as a varsity sport. President Fiorentino believed only one other. Trustee Barge stated women’s rugby is a very popular club sport that has experienced great success. Trustee Suder asked if there was a men’s sport that could be cut rather than adding another sport. Dr. Fiorentino responded that there were none that had a lower participation rate that would provide the desired balance. Golf is a sport that could be added that is low cost, and a large number of the PASSHE schools have golf as a varsity sport.

Trustee Graham asked if the Science Center will open for occupancy in the fall. Mr. Hanelly responded that although several short extensions have been granted to the contractors, there will be a phase turnover of the rooms in the building to allow move-in as the building areas are completed, allowing for the anticipated opening for Fall 2013.

The Committee Reports concluded at 2:45 pm.

Respectfully submitted,

[Signature]
Chris Dwyer, Secretary

[Signature]
Gwen Bechdel, Recording Secretary
MINUTES

LOCK HAVEN UNIVERSITY OF PENNSYLVANIA
COUNCIL OF TRUSTEES MEETING
Friday, May 17, 2013
Durrwachter Alumni Conference Center
Lock Haven University

Trustee Graham called the meeting of the Council of Trustees to order at 4:15 pm.

Council Members Present:
Brent Barge
Mary Coploff
George Durrwachter
Daniel Elby
Guy Graham
Donald Houser
Deb Suder
Jerry Swope

Council Members Not Present:
Krystjan Callahan
Christian Dwyer
Margery Krevsky

Others Present:
Michael Fiorentino, University President
Donna Wilson, Provost and Senior Vice President for Academic Affairs
William Hanelly, Vice President for Finance and Administration
Rodney Jenkins, Executive Assistant to the President for External Affairs
Deana Hill, Associate Vice President for Human Relations
Jane Penman, Interim Dean, College of Education and Human Services
Zak Hossain, Interim Dean, College of Arts and Sciences
Dwayne Allison, Dean of Student Affairs
Ann St. Ledger, PASSHE Legal Counsel
Stan Berard, APSCUF President
Jodi Smith, Director of Student Activities
Rosana Campbell, Director of Institute of International Studies
Scott Johnson, Express Reporter
Gwen Bechdel, Recording Secretary

A. GENERAL

1. Public Comments

Trustee Graham asked for public comments and there were none.

2. Approval of the Minutes of February 7, 2013, Meeting
The minutes of the Committee Reports and General Session meetings held February 7, 2013, were distributed by mail prior to the meeting.

**Motion was made by Trustee Barge seconded by Trustee Swope, to approve the minutes of the Committee Reports and General Session meetings held February 7, 2013.**

The Motion carried with all ayes.

Trustee Graham thanked Trustee Barge for his service as the student trustee and wished him well in his future endeavors. Trustee Graham also thanked the student trustee search committee, chaired by Trustee Barge: Jerry Swope, Kacie Shallow, Joan Walker, Albert Jones, Tim Baylor, and Erin Kennedy, for their work in recommending Juliet Seidel as the new student trustee. Ms. Seidel’s recommendation currently reposes with the Governor’s Office for approval.

Trustee Graham announced the members of the Nominating Committee for Trustee Officers: Trustee Elby, Chair, Margery Krevsky, and Krystjan Callahan. The Committee is to provide a slate of nominations at the August 29, 2013, meeting, and a formal vote on the slate will be held at the November 14, 2013 meeting.

Trustee Graham announced Trustee Houser will serve as the liaison to the LHU Foundation and Trustee Coploff will continue as the representative for the Capitol Campaign.

**B. REPORTS**

Trustee Graham reported there was a meeting of the Executive Committee to discuss personnel and property matters. There were no items presented at this meeting requiring action by the Council.

**President’s Report**

*Michael Fiorentino, Jr.*

Dr. Fiorentino congratulated Trustee Barge on his graduation from the University, and thanked him for his service and leadership as a founding contributor to the SAS organization.

The University offered condolences to Trustee Elby on the loss of his mother, who was a great champion of educational opportunities at Lock Haven University for students. Her memory will be honored through the existing scholarship in her name.

President Fiorentino offered congratulations to Trustees Durrwachter and Elby for their recent induction into the Business Hall of Fame along with a member of the Foundation Board and alumnus, Bob Lomison.

Trustee Suder was instrumental, along with two current students, in the Advocacy Days activities scheduled in Harrisburg. Our students were well-prepared and
represented the University with the general assembly with an outstanding manner. This event was held in conjunction with the PACT conference where Trustees Coploff and Houser joined President Fiorentino for presentations about the direction of PASSHE, recruitment of students, and academic excellence. Chairperson Graham continued his role with the leadership of PACT at the same event.

The two interim deans, Dr. Zakir Hossain and Dr. Jane Penmen, were recognized for their roles to assist the University and President Fiorentino, acknowledging their willingness to serve and the outstanding way they met their responsibilities.

Dr. Dwayne Allison, Dean of Student Affairs, was representing Dr. Linda Koch who was out on leave due to knee surgery.

LHU senior, Christopher Smyth, was recently recognized by the Board of Governors as a finalist for the Ali Syed-Zaidi Academic Excellence Award, and was provided a $500 award at the LHU Spring Convocation.

A number of excellent activities have been scheduled on campus. The open houses have had record attendance of students and family members who are actively engaging with our students, faculty, and administration. The second annual Accepted Student Day, where freshmen students are invited to experience campus activities, including the alumni football game, a class photo, and other events geared towards this group of new students, was well attended.

Student housing occupancy numbers are positive and we will continue to track the progress of filling the beds as our staff determines the best facility for our student’s needs.

The new Science Center is progressing although experiencing a few glitches, and we continue to expect occupancy for the Fall 2013 term. President Fiorentino acknowledged the actions of Police Chief Skip Hocker to assist in several deliveries of over-sized mechanical components to the construction site.

President Fiorentino continues to keep active in the community, and he along with his vice presidents and executive assistant have been involved in meeting with community leaders. The President visited with newspaper editors from Williamsport, State college, and Lock Haven to raise the level of attention to LHU. The annual Economic Partnership and Hoberman legislative events continue to provide opportunities for the University to foster positive relationships with legislators. Other activities the President has participated include formal alumni and donor events to advance the cause of the University.

More than 225 students were recognized for the academic achievements at the Spring Convocation, including two students who tied for the Highest Academic Achievement Award with a 4.0 GPA. Both of these students majored in the sciences and are an example of the quality of students attending the University.

President Fiorentino announced a new publication, which was available in the trustee packets, entitled “Embracing Academic Excellence”. The External Relations
and Communications Office will be using multiple publication approaches to promote the University to our communities and constituents.

Dr. Fiorentino announced that the LHU Foundation has selected Mr. Troy Miller to serve as the Executive Director of the Foundation. President Fiorentino served on the search committee and welcomes back Mr. Miller to assist in raising awareness, friends, and funds to support the University.

Commencement ceremonies will begin this evening with the graduate candidates at Price Auditorium and Saturday the undergraduate candidates at Jack Stadium. Dr. Bill Hunter ’88, Director of International Outreach at Lehigh University, will serve as the speaker at both events. President Fiorentino thanked the trustees for their participation in the commencement exercises.

**Academic Affairs Report**  
**Donna Wilson, Provost and Senior Vice President for Academic Affairs**

Dr. Wilson announced Dr. Susan Rimby has been selected as the founding dean of the College of Liberal Arts and Education, and Mr. Joby Topper will move from the faculty ranks to serve as the Director of Libraries. Both of these individuals have impressive credentials.

The Celebration of Scholarship was held on April 24 and a large number of students presented their research and artistic performances. This year alumni also participated in the day’s activities which were well received by all.

Commencement exercises this weekend will graduate 99 master’s, 688 bachelor’s, and 73 associate candidates.

Athletic Training received a ten-year re-accreditation status which speaks very well to the high quality of the program, faculty and students.

**Student Affairs Report**  
**Dwayne Allison, Dean of Student Affairs**

Dr. Allison highlighted some of the activities in Student Affairs, representing Dr. Koch. The Career Services office has partnered with the faculty to provide 31 presentations on career preparedness. The University, along with Bloomsburg, East Stroudsburg, Mansfield, Lycoming College and Susquehanna University, collaborated on the Senior Transitions Conference providing seniors with tools to assist them in their job searches. A Veterans Office has been established on campus to address concerns of those students who are veterans or currently enlisted and to assist them with their higher education aspirations. Dr. Carol Latronica is the coordinator of this initiative.

The University has once again been recognized by the U.S. President’s Honor Roll for community service rendered by our campus community. The University has been continually awarded this distinction since the inception of the program.
Dining services served more than 350,000 meals each semester, and this last year conducted 1,000,000 transactions providing some level of food purchases to our students and guests on campus.

The Brantley Gilbert concert, country music performance, for the students was sold out almost immediately and enjoyed as the Thomas Field House was transformed into a concert arena.

The University will continue its structured summer program to assist students who may have experiencing difficulties in their classes. The Residence Directors work with the academic deans and the faculty to provide needed support with specific summer coursework to assure academic success.

Finance and Administration Report
William Hanelly, Vice President for Finance and Administration

Mr. Hanelly reported on two sustainability programs. The recycling program featured the Earth Day recycling collection and the University is partnering with the United Way for the second annual Trash-to-Treasure event. Nearly 80 tons of materials are recycled on campus each year, including toner cartridges through Staples. The University will be applying for a grant to retrofit fleet vehicles to use natural gas. The third trolley has been ordered with the ability to use natural gas and the vehicles will be able to utilize a filling station at the landfill.

Energy consumption across campus has decreased substantially over the last ten years. The average amongst our peer institution has been a 17% decrease, with Lock Haven University experiencing a 26% decrease, which represents nearly $2 million in reduced utility costs. Our University has consistently ranked as the third most efficient PASSHE campus, evidence that our efforts to improve the environmental stewardship have been successful.

APSCUF President Report
Stanley Berard

Dr. Berard announced that Dr. Mark Cloud had assumed the presidency of the LHU APSCUF chapter and was returning from a meeting in Harrisburg. Dr. Berard acknowledged that both the faculty and coaches contracts have been negotiated and ratified and expressed appreciation to all involved in that process. Class size continues to be an important issue for the faculty and the CBA addresses a process to bring to the table the management of class size. Distance Education compensation was also addressed in the contract, and establishes a framework to provide instructional design professionals in the development of on-line courses.

Dr. Berard noted the faculty are looking forward to the restructuring of the colleges, review of the general education curriculum, and engaging in the enrollment management processes. These initiatives are student centered and will work with our recruiting efforts to bring students to campus and to advance the likelihood of success.
Special Report
Jodi Smith, Director of Student Activities

Ms. Smith thanked the Trustees for allowing the SAS to work with the University and permitting the SAS to continue to administer the activity fees and promoting the interests of the students. Over the last two years the student government association was reorganized, resulting in the Student Auxiliary Services, Inc., (SAS) organization. The SAS coordinates student services for vending snack and soda machines as well as the laundry facilities in the residence halls. The SAS’s main responsibility is to disburse the activity fees to the clubs, organizations, and athletics teams, as well as to manage the bookstores at the Main, Downtown, and Clearfield locations. The SAS Board recently approved a new scholarship program, representing 5% of the net profits of the bookstore per year, for a total amount available of $94,000 for distribution in the 2012-13 academic year. Ms. Smith will be working with President Fiorentino to identify the highest need areas to finalize the process for distribution of the scholarships.

The clubs and organizations continue to be utilized by the student body, with 92% of the 140 clubs and organizations reporting activity this year. Nearly 3,200 students were engaged in the clubs and organizations, and 900 students participated in the intramural sports. The involved students schedule thousands of meetings, practices, field trips, conferences, tournament competitions, and other programs.

The SAS also sponsors community events such as the Club Fair, Family Day, Homecoming, cultural programming, the spring concert, band/chorus/dance concerts, and supports the Admissions Office for Acceptance Student Day. The new Student Government Board organization will continue the newspaper readership program, taxi rides sharing program, and hosting open forums on campus issues. The SAS also works collaboratively with the Mountain Serve Office to coordinate community service and fundraising for national and local organizations.

Special Report
Rosana Campbell, Director of Institute of International Studies

Ms. Campbell provided an overview of the functions of the Institute of International Studies (IIS) which includes 28 exchange programs that allow our students to study abroad while paying tuition to LHU. In addition, with the recently approved Educators Abroad program, the University will have opportunities to place student teachers almost anywhere in the world. The IIS Office also provides support for a spring break program to Morocco, a health science seminar open to all majors. The most recent trip provided more than 250 health care checkups for Moroccan residents of villages nearby the Moroccan Sahara desert.

One of the University's oldest partnerships, formed in 1976, is Glasgow University in Scotland. That university’s international faculty advisor is one of our graduates. Glasgow University is an ideal location for various academic disciplines, but particularly for our science majors because of their comprehensive science courses and lab requirements.
C. MATTERS FOR DECISION

1. Purchases over $10,000

Trustee Graham presented the purchases over $10,000 from January 10, 2013, through April 17, 2013.

Motion was made by Trustee Durrwachter, seconded by Trustee Coploff, to approve the purchases exceeding $10,000 for the period stated in the amount of $2,081,224.12.

The Motion carried with all aye votes.

2. Approval of 2013-2014 Fees

The fee increases proposed are modest increases and include an average of $56 per semester for the most common meal plan, a facilities fee increase of $7, and transportation fee increase of $18, for a total of approximately $81 for the 2013/14 academic year. Two fees were eliminated: the $5 drop/add fee and the $200 deposit for returning students. A new fee of $25 for diploma replacement was recommended. To address high recurring parking violations, the fees for the area behind Sloan Auditorium increased from $15 to $30, and the loading zone fines will increase from $50 to $100.

Motion was made by Trustee Houser, seconded by Trustee Elby, to approve the 2013-2014 fee schedule as presented.

The Motion carried with all ayes.

3. Resolution for Retirements

President Fiorentino recommended the usual resolution be passed recognizing the retirements of Ms. Patricia Chappelle after 14-1/2 years of serve as Custodian in the Facilities Department, Mr. David Fink after 23 years of service as Plumber in the Facilities Department, Mr. James Karichner after 8 years as Custodian in the Facilities Department, and Mr. Michael “Max” McGee after 23 years of service as Residence Hall Director in the Student Affairs Division.

Motion was made by Trustee Coploff, seconded by Trustee Barge, to approve the usual resolution for retirement of Ms. Patricia Chappell, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes.

Motion was made by Trustee Swope, seconded by Trustee Houser, to approve the usual resolution for retirement of Mr. David Fink, and that the
resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes

Motion was made by Trustee Barge, seconded by Trustee Houser, to approve the usual resolution for retirement of Mr. James Karinchner, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes

Motion was made by Trustee Coploff, seconded by Trustee Swope, to approve the usual resolution for retirement of Mr. Michael McGee, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes

4. Resolution for Emeriti Status

Dr. Fiorentino recommended that the usual resolution be passed recognizing the retirement and emeriti status of Dr. Stephen Marvel with 16-1/2 years of service as Professor in the Biology Department, Ms. Sharon Taylor with 40-1/2 years of service as Assistant Professor in the Sports Studies Department, and Mr. Bruce Wooley with 29-1/2 years of service as Associate Professor in the Business and Computer Science Department.

Motion was made by Trustee Durrwachter, seconded by Trustee Coploff, to approve the usual resolution for retirement and granting of emeriti status to Dr. Stephen Marvel, and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes.

No motion was made to address the recommendation for Ms. Sharon Taylor.

Motion was made by Trustee Houser, seconded by Trustee Barge, to approve the usual resolution for retirement and granting of emeriti status to Mr. , and that the resolution be included as a matter of permanent record in the official minutes.

The Motion carried with all ayes.

5. Authorization to sign Evergreen Commons 2013 Cooperation Agreement

The LHU Foundation renegotiated the bonding for the Evergreen Commons housing facility resulting in an overall savings to the project. An updated agreement is necessary to reflect the new bonding requirements.
Motion was made by Trustee Coploff, seconded by Trustee Durrwachter, to authorize President Fiorentino to sign the new 203 Cooperation Agreement for Evergreen Commons.

The Motion carried with all ayes.

With no further business to come before the Council, the meeting adjourned at 5:30 p.m.

Respectfully submitted,

[Signature]
Chris Dwyer, Secretary

[Signature]
Gwen Bechdel, Recording Secretary