

MIAMI VALLEY EDUCATIONAL COMPUTER ASSOCIATION
Assembly Meeting Minutes
November 20, 2008 – 9:30 a.m.

The MVECA Assembly Meeting was called to order at 9:32 a.m. by Chairperson, Keith Brown.

Calling of the Roll by Recording Secretary Judy Geers

The following members were present: Dave Baits, Pat Michalski, Stacia Smith(by proxy), John Calland, Debbie Finkes, Julie Turner(by proxy), Gary West, Terry Thomas, Chip Arledge, Judy Geers, Julie Gibson, Lori Lytle(by proxy), Dawn Weller, Art Reiber, Jeff Anderson, Dan Roberts(by proxy), Debbie Black(by proxy), Rick Broderick, Denise Schneider, Anthony Orr(by proxy), Dave Bollheimer, , Randy Richardson, Pam Mustovich, Keith St. Pierre(by proxy), Kevin Liming (by proxy), Jim Gay(by proxy), Debra Decker, Keith Brown, Ron Sexton(by proxy), Holly Cahall, Jeffrey Lewis, Rosalie Townsend, Norman Glismann, and Joy Kitzmiller.

Proxy: John Calland for Stacia Smith, Debbie Mattern for Julie Turner, Dawn Weller for Lori Lytle, Sue Burnside for Dan Roberts and Debbie Black, Dave Bollheimer for Anthony Orr, Rick Smith for Keith St. Pierre, Kenny Moore for Kevin Liming, Deb Decker for Jim Gay, Holly Cahall for Ron Sexton

Absent: Dennis Morrison, Stephen Maag, Brian Ruckel, Darlene Kassner, Deborah Lawwell, Marsha Leonard, Mary Beth Minear, Boone Hall, Scott Hiles, John Abdella, Brad McKee, Robert Dalton, Alleyn Unversaw, and Ben Teeters,

Additions, Deletions or Corrections to Agenda: None

2009-11-01: ROUTINE BUSINESS

2009-11-01.1 The Chairperson recommended that the Assembly approve the minutes of the April 17, 2008 Assembly. Denise Schneider moved to approve, Art Reiber seconded, Assembly Majority voted “yea”, motion carried.

2009-11-02: DISCUSSION/ACTION ITEMS

Old Business

New Business

A. Financial Report

Revenue 2008- Mveca receipted in \$2,386,431. The Graph shows that we received over 81% of our funding from Districts, a little over 15% from the State and just over 3% from other sources.

Expenditures 2008- MVECA Expended \$2,340,494. According to the graph 45% went to keep the doors open, 46% for operation and 9% kept things running smoothly.

We started out the year with **\$703,089** and ended FY08 with **\$749,027**. This is a little misleading because the grant money went to offset personnel costs for implementing D3A2. We had **\$30,000** in outstanding invoices and carried **\$10,000** in encumbrances forward to FY09.

According to the forecast MVECA is facing a funding problem for FY09. Due to recent state budget cuts we are being told to project up to a 35% reduction in our subsidy. This will cause us to visit the possibility of a fee increase in 2010. At this time the Treasurer recommended that we postpone this discussion until the April assembly meeting. There are two reasons:

- 1) The cuts may not be as bad as what we are projecting at this point and
- 2) We need to wait to see what the costs for ProgressBook and DASL do for 2010.

2009-11-02.1 The Chairperson recommended that the Assembly approve the Financial report as presented. Pam Mustovich moved to approve, Holly Cahall seconded, Assembly Majority voted “yea”, motion carried.

B. Budget Review: MVECA and MCOECN

The Director reviewed the decrease in State Subsidy for ITCs already announced as well as the prospects for additional reductions. Other unknown funding items, such as D3A2 funding, were also discussed. The net effect of this is a reduced carry-over amount for the organization that will need to be addressed. MVECA is sensitive to any fee increase for Fy10 and will wait until later this year and re-evaluate any fee increase for Fy10 for the Spring Assembly.

C. Approve Purchase of Generator for MVECA

2009-11-02.2 The Chairperson recommended that the Assembly approve the purchase of a generator for MVECA as presented. Jeff Lewis moved to approve, Rosalie Townsend seconded, Assembly Majority voted “yea”, motion carried.

D. Approve Changes in MVECA By-Law as follows:

a) Article I (e) voting

Each representative shall have one vote on all issues coming before the meeting. Subject to the approval of the Assembly, the Executive Director shall annually appoint one officer or employee of a nonmember public user entity to vote in the Assembly as a representative of all nonmember public user entities served by MVECA. A superintendent and/or treasurer may designate in writing an individual to represent a member district and vote at any meeting.

REF: Ohio Admin. Code 3301-3-01(B)(22)

b) Article VI Fiscal Matters – fees

Local fees will be reviewed and assessed annually per the MVECA Fee Schedule. The Association Assembly shall be responsible for setting fees.

2009-11-02.3 The Chairperson recommended that the Assembly approve changes to the MVECA By-Laws as presented. Jeff Lewis moved to approve, Judy Geers seconded, Assembly Majority voted “yea”, motion carried.

2009-11-03: COMMUNICATIONS

Executive Directors Report

- MVECA CIP, Use of Helpdesk, MVECA Service Level Agreements
Reviewed location of MVECA documents on web page including the MVECA 2009 CIP, other annual reports and Service Level Agreements (SLAs).
Reviewed use of CA-USD reports in CIP and requirement to include SLAs in with Fy10 Service Contracts
- Public Records and Records Retention
Reviewed MVECA’s Public Records Policy and the need for District’s Record Policies to be in sync with MVECA’s data schedule. Requested a copy of district policy in order to compile a MVECA Data Retention Schedule.

Service Area Updates – updates by group were provided below:

- D3A2 Update

- DASL Update
- ProgressBook and Special Services Update
- EMIS Update – FY09 and EMIS-R
- INFOhio Update
- Fiscal Update along with an Employee Kiosk Demo
- Technology Update along with an Internet2 Demo

Other

Spring Assembly Meeting

- April 16, 2009
- FY2010 Service Price Schedule
- Any other items of interest

2009-11-04

ADJOURNMENT

2009-11-04.1

The Chairperson recommended that the Assembly Meeting of November 20, 2008 be adjourned. Denise Schneider moved to adjourn, Holly Cahall seconded, Assembly Majority voted “yea”, meeting adjourned at 11:10 a.m.