

**MIAMI VALLEY EDUCATIONAL COMPUTER ASSOCIATION**  
**Regional Council of Governments**  
**Board of Directors Meeting Minutes**  
**July 6, 2006 - 10:00 A. M.**

The Board of Directors Meeting was called to order at 10:00 a.m. by Chairperson Pro-Temp, Dave Bollheimer

The following members were present: Dave Baits, Dave Bollheimer, Keith Brown, Joan Corbitt, Denny Howell, and Ben Teeters.

Absent: Phil Warner

Additions, Deletions, or Corrections to Agenda: None

**0707-01: ELECTION OF BOARD OFFICERS**

0707-01.1 The Chairperson Pro-Temp requested the election of Board Officers for the MVECA COG. Dave Baits moved to elect, Ben Teeters seconded, all members voted "yea", motion carried. The FY07 Officers for the MVECA Board of Directors are as follows:  
Chairperson – Dave Bollheimer  
Vice-Chairperson – Keith Brown  
Recording Secretary – Joan Corbitt

**0707-02: ROUTINE BUSINESS**

0707-02.1 The Chairperson requested the approval of the Regular Board Meeting Minutes of June 15, 2006. Dave Baits moved to approve, Denny Howell seconded, all members voted "yea", motion carried.

0707-01.2 The Chairperson requested the approval of the Financial Reports as presented. Denny Howell moved to approve, Dave Baits seconded, all members voted "yea", motion carried.

**0707-03: COMMUNICATIONS**

There was no Executive Directors Report at this meeting

**0707-04: DISCUSSION ITEMS**

There were no discussion items for this meeting

**0707-05: ESTABLISH BOARD COMMITTEES**

070705.1 The Chairperson requested the Board of Directors establish Board Committees. The Committees are as follows:  
Personnel: Keith Brown, Denny Howell  
Software: Joan Corbitt, Phil Warner  
Financial: Dave Baits, Dave Bollheimer, Ben Teeters

**0707-06: EXECUTIVE SESSION**

There was no Executive Session

**0707-07: ACTION ITEMS**

New Business

- 0707-07.1 The Chairperson requested a motion to approve the employment and Administrative Contract for Angela Crandall as Executive Director of the MVECA COG, with a start date of September 1, 2006 and contract date of September 1, 2006 through June 30, 2008 at a salary of \$92,000.00, pro-rated for actual days worked, 20 days of vacation, 3% Board paid SERS, 1.45% Medicare tax paid by the Board, and other employment rights and benefits as per the contract. Dave Baits moved to approve, Denny Howell seconded, all members voted “yea”, motion carried.
- 0707-07.2 The Chairperson requested a motion to approve the per diem at the daily rate of \$353.85, or \$44.23 hourly for actual day/hours worked in July and August for Angela Crandall. David Baits moved to approve, Ben Teeters seconded, all members voted “yea”, motion carried.
- 0707-07.3 The Chairperson requested a motion to set the Board and Assembly Meeting dates for FY07. Keith Brown moved to approve, Ben Teeters seconded, all members voted “yea”, motion carried.  
The Board and Assembly Meeting Dates are as follows:
- |                                      |                                   |
|--------------------------------------|-----------------------------------|
| July 6, 2006 (Board & Assembly)      | January 18, 2007                  |
| August 17, 2006 (optional)           | February 15, 2007 (optional)      |
| September 21, 2006                   | March 15, 2007                    |
| October 19, 2006                     | April 19, 2007 (Board & Assembly) |
| November 16, 2006 (Board & Assembly) | May 17, 2007                      |
|                                      | June 21, 2007                     |
- 0707-07.4 The Chairperson requested a motion to approve the employment of Tom Faulkner as Treasurer/Software Specialist of the MVECA COG, with a two-year contract at step 2 of the FY07 Salary Schedule, an annual salary of \$52,258.00 which includes the FY07 cost of living increase and step 5 of the vacation schedule with 15 days per year and a start date of July 1, 2006 and contract ending June 30, 2008. Ben Teeters moved to approve, Dave Baits seconded, all members voted “yea”, motion carried.
- 0707-07.5 The Chairperson requested a motion to approve the MVECA Staff Contracts as presented. Dave Baits moved to approve, Keith Brown seconded, all members voted “yea”, motion carried.  
All MVECA Staff except Executive Director and Director of Operations will receive two year contracts starting July 1, 2006 and ending June 30, 2008.
- 0707-07.6 The Chairperson requested a motion to approve a three-year Administrative Contract for Gary Bosserman, Director of Operations in the amount of \$89,205.00 with a 3% Board Paid SERS, 22 days of vacation, and other employments rights and benefits as per contract starting July 1, 2006 and ending June 30, 2009. Dave Baits moved to approve, Ben Teeters seconded, all members voted “yea”, motion carried.

**Board of Director Meeting Minutes – July 6, 2006 continued**

0707-07.7 The Chairperson requested a motion to approve a one year Administrative Contract for Norma Stewart, Executive Director in the amount of \$91,705.00 with 10% Board Paid SERS, 1.45% Medicare tax paid by the Board, 32 days of vacation, and other employments rights and benefits as per contract starting July 1, 2006 and ending June 30, 2007. Davit Baits moved to approve, Ben Teeters seconded, all members voted “yea”, motion carried.

0707-07.8 The Chairperson requested a motion to approve a 2% Cost of Living increase for the MVECA Staff, excluding Administrators, for FY07. Joan Corbitt moved to approve, Denny Howell seconded, all members voted “yea”, motion carried.

Staff Salaries for FY07 are as follows:

Technology Coordinator	\$71,223
Treasurer/Software Specialist	\$52,258
Fiscal Software Specialist	\$49,962
Progress Book Software Specialist	\$40,644
Student Services Software Specialist	\$46,640
EMIS Customer Service Coordinator	\$34,418
DASL Customer Service Coordinator	\$34,418
INFOhio Specialist	\$55,393
Network Specialist	\$49,962
Secretary	\$35,921

0707-07.09 The Chairperson requested a motion to approve the Policies and Procedures for the MVECA COG as amended without the Personal Leave conversion to sick leave. Dave Baits moved to approve, Keith Brown seconded, all members voted “yea”, motion carried.

0707-07.10 The Chairperson requested a motion to approve the Holiday Calendar for the MVECA Staff for FY07 as presented. Denny Howell moved to approve, Dave Baits seconded, all members voted “yea”, motion carried.

MVECA will be closed on the Holiday Calendar dates as follows:

July 4, 2006 Independence Day	January 1, 2007 New Year’s Day
September 4, 2006 Labor Day	January 15, 2007 Martin Luther King Jr
November 23, 2006 Thanksgiving Day	February 19, 2007 Presidents Day
November 24, 2006 Day After Thanksgiving	April 6, 2007 Good Friday
December 25, 2006 Christmas Day	May 28, 2007 Memorial Day

0707-07.11-17 The Chairperson requested a motion to approve the following:

11. Participation in 125 Plan with American Fidelity
12. Lease of 4,758 square feet of office space @ \$5.69 per square foot with Greene County ESC in the annual amount of \$27,073
13. Retain Bricker & Eckler, LLP as legal council for MVECA for FY07
14. Retain Renwick, Welsh & Burton as legal council for COG issues
15. Authorize the Executive Director to employ personnel temporarily until the next regular Board Meeting and to accept employee resignations immediately
16. Authorize the Treasurer of MVECA to invest MVECA COG funds
17. Resolution #07-01 to authorize “then and now” statement to pay invoices after the fact, up to \$3,000.00 limit each

Dave Baits moved to approve, Ben Teeters seconded, all members voted “yea”, motion carried.

**0707-08: OTHER**

New Business

0707-08.01 The Chairperson requested a motion to approve that in FY07 MVECA shall have twenty seven pays. Keith Brown moved to approve, Joan Corbitt seconded, all members voted “yea”, motion carried.

The next scheduled Board of Directors Meeting is scheduled for Thursday, September 21, 2006 at 8:30 a.m.

**0707-09: ADJORNMENT**

0707-09.1 The Chairperson requested that the July 6, 2006 meeting of the MVECA Board of Directors be adjourned. Dave Baits moved to adjourn, Ben Teeters seconded, all members voted “yea”, motion carried. Meeting adjourned at 10:27 a.m.