

MIAMI VALLEY EDUCATIONAL COMPUTER ASSOCIATION
Regional Council of Governments
Board of Directors Transitional Meeting Minutes
June 18, 2009 - 8:30 A. M.

The Board of Directors and the MVECA Staff enjoyed breakfast together from 8:00 – 8:30 before the Transitional meeting began.

The Board of Directors Transitional Meeting was called to order at 8:44 a.m. by Chairperson, Keith Brown.

The following members were present: Dave Baits, Dave Bollheimer, Rick Broderick, Keith Brown, Brad McKee, and Gary West

Absent: Judy Geers and Scott Hiles

Additions, Deletions, or Corrections to Agenda: None

0906-01: ROUTINE BUSINESS

0906-01.1 The Chairperson suggested the approval of the Regular Board Meeting Minutes of May 21, 2009. Dave Baits moved to approve, Rick Broderick seconded, all members voted “yea”, motion carried.

0906-02: DISCUSSIONS, COMMUNICATION & ACTION ITEMS

1. Financial Report
2. Increase Appropriations and Receivables
 - a) Increase appropriations for D3A2 implementation 025-9009-100 in the amount of \$1,996.38 over the \$28,000.00 approved amount and adjust the budget accordingly to show a total of \$29,996.38 in D3A2 subsidy.”
 - b) Increase appropriations for MVECA Resale 025-2900-600-9002 up to the amount of \$6,300 in expectation of outstanding invoices.
 - c) Approve advance of funds from the General Fund to the MVECA Resale Fund for up to \$6,300 only needed if funds are not received this month.

0906-02.1 The Chairperson suggested that the Board of Directors approve the monthly Financial Report (1) and the increase in appropriations and receivables (2) as presented. Gary West moved to approve, Brad McKee seconded, all members voted “yea”, motion carried.

0906-03: EXECUTIVE SESSION

0906-03.1 The Chairperson suggested that the Board of Directors adjourn to Executive Session to discuss personnel matters. Dave Baits moved to adjourn, Brad McKee seconded, all members voted “yea”, motion carried. The Board of Directors entered into Executive Session at 8:53 a.m. and returned to regular session at 10:15.

0906-04: OTHER ACTION ITEMS

0906-04.1 The Chairperson suggested that the Board of Directors approve the Part-Time Employment Agreement with Joy Kitzmiller as Treasurer of MVECA on a month to month basis effective June 1, 2009 through June 30, 2010 based on an annual salary of \$10,000.00. Gary West moved to approve, Rick Broderick seconded, all members voted “yea”, motion carried.

0906-04.2 The Chairperson suggested that the Board of Directors approve the employment of Karen Wilson as Fiscal Customer Service Coordinator at step eight (8) of the FY10 MVECA Salary Schedule based on an annual salary of \$41,110.00, prorated for actual days worked, vacation service credit year five (5) with 15 days annually, and a start date of June 15, 2009 through June 30, 2010. Gary West moved to approve, Dave Bollheimer seconded, all members voted “yea”, motion carried.

0906-04.3 The Chairperson suggested that the Board of Directors approve the MVECA Staff Job Descriptions with corrections noted during discussion. Dave Baits moved to approve, Rick Broderick seconded, all members voted “yea”, motion carried.

0906-04.4 The Board of Directors discussed the Executive Director’s evaluation and goals with him.

0906-04.5 The Chairperson suggested that the Board of Directors approve the MVECA Employee Contracts expiring June 30, 2009 and As-Needed Employment as follows:

- a) One-year part-time Employment Agreement with Annette Puckett, Software Specialist effective July 1, 2009 – June 30, 2010
- b) One-year part-time Employment Agreement with Jim Pesch, INFOhio Specialist effective July 1, 2009 – June 30, 2010
- c) One-year full-time contract for Travis Putney, Service Technician, effective July 1, 2009 – June 30, 2010
- d) Two-year full-time contract for Kelly Mader, Software Specialist, effective July 1, 2009 – June 30, 2011
- e) One-year as-needed employment of Nathaniel Berrier, Part-time Service Technician, effective July 1, 2009 – June 30, 2010
- f) One-year as-needed employment of Jim Pesch, Part-time Service Technician, effective July 1, 2009 – June 30, 2010”

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

0906-04.6 The Chairperson suggested that the Board of Directors approve Administrative Contracts, salaries and benefits as follows:

- a) Three-year Administrative Contract for Gary Bosserman, Director of Operations in the amount of \$98,845.00, with 5% Board paid SERS, twenty-two (22) days of vacation, and other employment rights and benefits as per contract effective July 1, 2009 – June 30, 2012.
- b) Three-year Administrative Contract for Dean Reineke, Executive Director in the amount of \$99,263, with 6% Board paid SERS, 1.45% Medicare tax paid by the Board, twenty (20) days of vacation, and other employment rights and benefits as per contract effective July 1, 2009 – June 30, 2012.”

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

0906-04.7 The Chairperson suggested that the Board of Directors approve an increase of 1% on the base with annual Salary Schedule Step increase on the MVECA Staff Salary Schedule for FY2010, excluding Administrators. Dave Bollheimer moved to approve, Rick Broderick seconded, all members voted “yea”, motion carried.

0906-05: COMMUNICATION

MVECA Executive Report

- 2009 Customer Satisfaction Survey Summary. This year’s results were improved from last year and were very favorable. Separate results for each core area are available as well as an overall survey. Information on desired new service areas was collected from the Administrator and Technology areas.
- Springfield City Schools Update. The board was updated on recent discussions with Springfield City regarding what technology services MVECA may be able to provide to the district.
- Community School Update. Fy10 should not see a lot of change in the numbers of Community Schools receiving services from MVECA. At this time, it is still unknown if any will be utilizing DASL or ProgressBook.

0906-06: TRANSITIONAL ITEMS

0906-06.1 The Chairperson suggested that the Board of Directors approve meeting dates for the Board of Directors for FY2010 as discussed. Gary West moved to approve, Brad McKee seconded, all members voted “yea”, motion carried.

NOTE: The following is the FY2010 MVECA Board of Directors Meeting Dates:

DATE	DAY	TOPIC
*August ??, 2009	TBD	Optional Board Meeting
September 17, 2009	Third Thursday	Regular Board Meeting
*October 8, 2009	Second Thursday	Optional Board Meeting
November 12, 2009	Second Thursday	Assembly Meeting and Regular Board Meeting
*January 14, 2010	Second Thursday	Optional Board Meeting
February 11, 2010	Second Thursday	Regular Board Meeting
*March 11, 2010	Second Thursday	Optional Board Meeting
April 8, 2010	Second Thursday	Assembly Meeting and Regular Board Meeting
May 13, 2010	Second Thursday	Regular Board Meeting
June 10, 2010	Second Thursday	Regular Board Meeting

*Optional Meetings

Board meetings are held in the MVECA Training Room of the Morgan Building, Yellow Springs, Ohio at 8:30 a.m.

Assembly meetings are held in the Commons of the Morgan Building, Yellow Springs, Ohio at 9:30 a. m.

0906-06.2 The Chairperson suggested that the Board of Directors approve the MVECA Board of Director Officers for FY2010 as follows:

Rick Broderick as Chairperson
Judy Geers as Vice Chairperson

Scott Hiles as Recording Secretary

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

0906-06.3 The Board of Directors established the following committees for FY2010:

<u>Financial</u>	<u>Personnel</u>	<u>New Business Development</u>
Dave Baits	Rick Broderick	Gary West
Judy Geers	Keith Brown	Brad McKee
		Scott Hiles

0906-06.4 The Chairperson suggested that the Board of Directors approve the following statement on all invoices:

“Invoices not paid within 60 days will be assessed 1.5% per month from the date of invoice”

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

0906-07: OTHER

Next scheduled meeting: September 17, 2009 at 8:30 a.m. in the MVECA Training Room

0906-08: ADJORNMENT

0906-08.1 The Chairperson requested that the June 18, 2009 meeting of the MVECA Board of Directors be adjourned. Brad McKee moved to adjourn, Dave Baits seconded, all members voted “yea”, motion carried. Meeting adjourned at 10:40 a.m.