MIAMI VALLEY EDUCATIONAL COMPUTER ASSOCIATION

Regional Council of Governments
Board of Directors Meeting Minutes
May 15, 2025 – 8:30 AM

0525-01: CALL TO ORDER

The MVECA Board of Directors meeting was called to order at 8:31 AM by Chairperson Brian Kuhn. The following members were present: Randy Dunlap, Brian Kuhn, Paul Otten, John Stanley, and Julie Wallace. Chad Eisler arrived at 8:33 AM.
Absent: Becky Mullins
Additions, Deletions, or Corrections to Agenda: None

0525-02: ROUTINE BUSINESS

0525-02.1 The Chairperson suggested the MVECA Board of Directors approve the minutes from the meeting of the MVECA Board of Directors on April 17, 2025. Paul Otten moved to approve and Randy Dunlap seconded the motion.

Yea: Dunlap, Kuhn, Otten, Stanley, Wallace
Nay: 0
Abstain: 0
Motion carried.

0525-03: COMMUNICATION/DISCUSSION/ACTION ITEMS

1. Financial Report:
   - April 2025 Financial Report
   - Fiscal comparisons

   0525-03.1 The Chairperson suggested the MVECA Board of Directors approve the financial report and comparisons presented. Paul Otten moved to approve and John Stanley seconded the motion.

   Yea: Dunlap, Kuhn, Otten, Stanley, Wallace
   Nay: 0
   Abstain: Eisler
   Motion carried.

2. MVECA Updates
   - Business Update
   - Staffing Update
   - Facility Update
   - Legal Update

0525-04: EXECUTIVE SESSION

1. None

0525-05: ITEMS REQUIRING BOARD ACTION

1. Motion to amend MVECA Policies and Procedures Manual

   0525-05.1 The Chairperson suggested that the MVECA Board of Directors amend section III-L, Tuition Reimbursement and Professional Training, of the MVECA Policies and Procedures Manual as presented. Randy Dunlap moved to approve and Julie Wallace seconded the motion.

   Yea**:** Dunlap, Eisler, Kuhn, Otten, Stanley, Wallace
   Nay: 0

Abstain: 0
Motion carried

2. Motion to approve the FY26 Board and Assembly Meeting Dates
0525-05.2 The Chairperson suggested the MVECA Board of Directors approve the proposed fiscal year 2026 MVECA Board of Directors and Assembly Meeting Dates. Chad Eisler moved to approve and Paul Otten seconded the motion.
Yea**:** Dunlap, Eisler, Kuhn, Otten, Stanley, Wallace
Nay: 0
Abstain: 0
Motion carried.

3. Motion to approve the FY26 Holiday Schedule
0525-05.3 The Chairperson suggested the MVECA Board of Directors approve the proposed fiscal year 2026 MVECA Holiday Schedule. John Stanley moved to approve and Randy Dunlap seconded the motion.
Yea**:** Dunlap, Eisler, Kuhn, Otten, Stanley, Wallace
Nay: 0
Abstain: 0
Motion carried.

4. Motion to approve the FY26 MVECA Staff Salary Schedule
0525-05.4 The Chairperson suggested the MVECA Board of Directors approve the MVECA Staff Salary Schedule for fiscal year 2026 with an increase of 2% on the base for all columns effective July 1, 2025. Chad Eisler moved to approve and John Stanley seconded the motion.
Yea**:** Dunlap, Eisler, Kuhn, Otten, Stanley, Wallace
Nay: 0
Abstain: 0
Motion carried.

5. Motion to approve renewal of MVECA Staff Contracts for FY26
0525-05.5 The Chairperson suggested the MVECA Board of Directors approve the MVECA Staff Contracts as follows:

- Approve the following One-Year contracts effective July 1, 2025 through June 30, 2026:
    - Josh Ellinger, Service Technician 3, Step 3
    - Giles Harrell, Technology Coordinator, Step 14
    - Drew Hill, Technology Coordinator, Step 4
    - Cody Jacobs, Service Technician 3, Step 10
    - Erica Malone, Assistant Treasurer, Step 17
    - Beth McFadgen, Technology Coordinator, Step 7
    - Thomas Otten, Service Technician 3, Step 2
    - Andrew Pirnat, Service Technician 2, Step 15
    - Steve Powers, Technology Coordinator, Step 20
    - Craig Spriggs, Network Specialist, Step 20
    - Brice Woods, Service Technician 3, Step 9

- Approve the following Three-Year contracts effective July 1, 2025 through June 30, 2028:
  - Alex Bee, Network Specialist, Step 1
  - Cody Fife, Network Specialist, Step 10
  - Kelly Kilbarger, Software Specialist 2, Step 7
  - Angie Luttrell, Software Specialist, Step 6
  - Monica Nolan, Software Specialist, Step 5
  - Darian Payne, Service Technician 3, Step 7
  - Jacob Thatcher, Network Specialist, Step 9
- Approve 3-Year, Part-Time Administrative Contract, effective July 1, 2025 through June 30, 2028, for Chris Stein, Treasurer, prorated for actual days worked based on 156 days per fiscal year (with the option to add extra days with Executive Director approval), with an annual salary of $71,042.40 in FY26, with a salary increase of 3.5% each year for fiscal years 2027 and 2028, Board paid SERS contribution of 5%, and other benefits according to contract
- Approve One-Year Supplemental Contract for Brandy Nelson, Payroll Processor, effective July 1, 2025 through June 30, 2026, with an annual stipend of $7,172.60

Julie Wallace moved to approve and Randy Dunlap seconded the motion.
Yea**:** Dunlap, Eisler, Kuhn, Stanley, Wallace
Nay: 0
Abstain: Otten
Motion carried.

0525-06: OTHER

1. Next Scheduled Meeting: Thursday, June 12, 2025 at 8:30 AM in the MVECA Atrium Lab

0525-07: ADJOURNMENT

0525-07.1 The Chairperson requested that the May 15, 2025 meeting of the MVECA Board of Directors be adjourned. John Stanley moved to approve and Paul Otten seconded the motion.

Yea: Dunlap, Eisler, Kuhn, Otten, Stanley, Wallace
Nay: 0
Abstain: 0
Motion carried

Meeting adjourned at 9:06 AM