

**VENANGO TECHNOLOGY CENTER  
JOINT COMMITTEE  
1 Vo-Tech Drive  
Oil City, Pennsylvania 16301**

**MINUTES**

**April 8, 2013**

At 7:08 p.m. Acting Chairman Woods indicated that because of a lack of a quorum, she would start the meeting with report items.

Acting Chairman Woods asked the members to pause for a moment of silence.

Acting Chairman Woods asked the members to stand for the pledge of allegiance.

Mr. Fontanazza began the meeting by reporting on the Professional Advisory Committee's meeting held on April 5, 2013. He mentioned that Kylie Harris of the Warren Practical Nursing program had submitted a letter of resignation, he spoke of the CDL training at the Cranberry mall, he then, indicated that Mr. Adams was looking into the EITC program. This would require the Tech Center to establish a Foundation under code section 501 (c) 3 of the Internal Revenue Code to accept contributions to be placed in a Foundation account.

At 7:11 p.m. Mr. Carson phoned in.

The regular meeting of the Venango Technology Center Joint Committee was held this evening in the Conference Room of the Venango Technology Center, 1 Vo-Tech Drive, Oil City, PA 16301. Acting Chairman Woods called the meeting to order at eleven minutes past seven o'clock. (7:11) p.m.

**Roll Call:** Present: Patty Feroz (via phone), Karen Woods, William Deal (via phone), Todd Carson (via phone), Sue Barthen, John Mehalic

Absent: Mike Port, Ronald Lytle, Randy Seitz, Dwight Proper

Also Present: Mr. Mario Fontanazza, Mr. Jeffrey Clark

Mr. Mehalic, seconded by Mrs. Barthen, moved to approve the Minutes of the March 4, 2013 meeting as submitted. Motion unanimously carried.

The Treasurer and Secretary's Report as of 4/08/13 and the Special Account Report as of 4/08/13 were submitted for information.

Mrs. Barthen, seconded by Mr. Carson, moved to approve The Treasurer and Secretary's Report as of 4/08/13 as submitted.

**Roll Call:** Ayes: Patty Feroz (via phone), Karen Woods, William Deal (via phone), Todd Carson (via phone), Sue Barthen, John Mehalic

Nayes: None, motion carried.

A list of bills totaling \$451,734.74 was presented for approval.

Mrs. Barthen, seconded by Mrs. Feroz moved to approve the list of bills totaling \$451,734.74 as submitted.

Mrs. Woods requested that action items a through f be combined as one motion as follows:

- a) Action: Approve Service contract with Cintas for custodial supplies, uniforms and mat and mop service. This contract pricing is in accordance with the U.S. Communities national contract.
- b) Action: Approve resolution 4-8-13 authorizing the Director to complete contract(s) with the Pennsylvania Department of Education (Department) via the use of electronic signatures.
- c) Action: Approve textbook for Machine Tool Technology; Precision Machining Technology, Authors Peter J. Hoffman, Eric S. Hopewell, Brian Janes and Kent M. sharp,jr. ISBN-101-4354-476-0, Publisher Delmar
- d) Action: Approve summer in-service and per diem requests.
- e) Action: Approve changes to Board Policy manual as presented at the March 2013 meeting.
- f) Action: Approve list of budget transfers for 2012-2013

Mr. Deal, seconded by Mr. Mehalic, moved to approve items a through f as presented.

**Roll Call:** Ayes: Patty Feroz (via phone), Karen Woods, William Deal (via phone), Todd Carson (via phone), Sue Barthen, John Mehalic

Nayes: None, motion carried.

Acting Chairman Woods asked if there was any Old Business. None was noted.

Under New Business Acting Chairman Woods requested that the members accept the resignation letter received of Kylie Harris, Supervisor Practical Nursing – Warren, effective May 1, 2013.

Mrs. Barthen, seconded by Mr. Mehalic, moved to accept resignation letter received of Kylie Harris, Supervisor Practical Nursing – Warren, effective May 1, 2013.

**Roll Call:** Ayes: Patty Feroz (via phone), Karen Woods, William Deal (via phone), Todd Carson (via phone), Sue Barthen, John Mehalic

Nayes: None, motion carried.

Under Communications, the Calendar of Events for the month of April and the Monthly Enrollment Reports as of 4/8/13 were submitted.

Mr. Fontanazza reviewed his activities from March 5, 2013 through April 8, 2013.

Upon motion by Mr. Mehalic seconded by Mrs. Barthen, the meeting adjourned at seven twenty-seven (7:27) p.m.

Recorded by



Patrick M. Adams  
Secretary, Joint Committee