

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

MINUTES

December 4, 2014

The annual reorganization 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. Mrs. Woods called the meeting to order at seven o'clock (7:00) p.m.

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

Mrs. Woods asked the members to stand for the pledge of allegiance.

Roll Call: Present: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Absent: Sue Clarke

Also Present: Mr. Mario Fontanazza, Mr. Pat Gavin

Mr. Seitz, seconded by Mr. Carson, moved to nominate Karen Woods as Temporary Chairman of the Joint Committee. Mr. Carbaugh, seconded by Mr. Proper, moved to close the nominations.

The motion unanimously carried.

Temporary Chairman Woods stated that nominations were open for Chairman of the Joint Committee.

Mr. Lytle, seconded by Mr. Carson moved to nominate Dwight Proper as Chairman of the Joint Committee. Mr. Carson, seconded by Mr. Carbaugh, moved to close the nominations.

The motion unanimously carried.

Mr. Proper took the Chair.

Chairman Proper stated that nominations were open for Vice Chairman of the Joint Committee.

Mr. Seitz, seconded by Mrs. Woods, moved to nominate Todd Carson as Vice Chairman of the Joint Committee. Mr. Womer, seconded by Ms. Motzer, moved to close the nominations.

The motion unanimously carried.

Chairman Proper stated the following meeting schedule for 2015 for the Joint Committee was presented:

Monday, January 5, 2015
Monday, February 2, 2015
Monday, March 2, 2015
Monday, April 6, 2015
Monday, May 4, 2015
Monday, June 1, 2015

Monday, July 6, 2015
Monday, August 3, 2015
Tuesday, September 8, 2015
Monday, October 5, 2015
Monday, November 2, 2015
Thursday, December 3, 2015

Mr. Seitz, seconded by Mr. Womer, moved to adopt the 2015 Joint Committee Schedule as presented.

The motion unanimously carried.

Chairman Proper stated the next item on the agenda was the appointment of the Solicitor for the Joint Committee for 2015. He requested approval of Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of \$125.00 an hour with no retainer.

Mrs. Woods, seconded by Mr. Seitz, moved to appoint Carl Moore of the Knox, McLaughlin, Gornall & Sennett law firm at a rate for general solicitor of \$125.00 an hour with no retainer.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Nayes: None, motion carried.

Chairman Proper stated the Joint Committee members had received copies of the Minutes of the November 3, 2014 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Woods, seconded by Mr. Graham, moved to approve the Minutes of the November 3, 2014 meeting as submitted.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of December 4, 2014 were submitted for information.

Mrs. Woods, seconded by Ms. Motzer, moved to approve the Treasurer's and Secretary's Report as of December 4, 2014 and the Special Account Report as of December 4, 2014.

Mr. Adams discussed the composition of these two reports for the new member.

Motion unanimously carried.

Under Communications, the Professional Advisory Committee minutes were discussed, Calendar of Events for the month of December and the Monthly Enrollment Report as of 12/04/14 were submitted.

During the context of the information Mr. Fontanazza was covering, he referred to the budget meetings that he and Mr. Adams had attended with the Superintendents and Business Managers.

A list of bills totaling \$771,909.01 was presented for approval.

Chairman Proper asked if there were any questions.

Mr. Adams made comments on several items for the new member to display what to look for in future meetings.

Mrs. Woods, seconded by Mr. Lytle moved to approve the list of bills totaling \$771,909.01 as presented.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Nayes: None, motion carried.

At 7:38 p.m. the Committee called an executive session for personnel matters.

At 7:44 p.m. the Committee reconvened.

Mrs. Woods, seconded by Mr. Lytle, moved to approve the actions items under item a. as follows:

- i. Approve conference request for Carrie Beightol and Tammy Botts to attend the Attendance/Child Accounting Professional conference in Hershey from February 25 – 27, 2015 at a cost not to exceed \$1,800.00. Funding – Local
- ii. Approve conference request for three Tech Center employees to attend the PA Educational Technology Expo and Conference in Hershey from February 8 – 11, 2015 at a cost not to exceed \$2,600.00. Funding – Local
- iii. Approve Rachel More as part-time Practical Nursing instructor (98 days) at step 1, column B of the collective bargaining agreement at a salary of \$25,068.00 prorated for the number of days worked.
- iv. Approve Louis Strawbridge as instructional aide for 182 days at a salary of 12,000.00 plus benefits prorated for the number of days worked.

Roll Call: Ayes: Todd Carson, Hal Carbaugh, Ronald Lytle, Susan Motzer, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 11/4/14 through 12/4/14.

Mr. Adams gave a report on the 2015-2016 proposed budget. He presented a bar graph that indicated the nature of the increases and decreases. He also gave a narrative review with enrollment data to support the bar graph and mentioned that the members would have this information for review and would approve this at the January 2015 meeting.

Chairman Proper asked if there was any old business.

None was noted.

Upon motion by Mrs. Woods, seconded by Mr. Carbaugh, the meeting adjourned at seven fifty-six (7:56) p.m.

Recorded by

A handwritten signature in blue ink, appearing to read "Patrick M. Adams", is shown on a light blue background.

Patrick M. Adams
Secretary, Joint Committee