

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

MINUTES

February 4, 2013

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. Chairman Carson called the meeting to order at seven o'clock (7:00) p.m.

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

Chairman Carson asked the members to stand for the pledge of allegiance.

Roll Call: Present: Michael Port, Ron Lytle, Karen Woods, John Mehalic, Randy Seitz, Dwight Proper, Sue Barthen, Todd Carson

Absent: Patty Feroz, Bill Deal

Also Present: Mario Fontanazza, Jeffrey Clark, Karen & Paul Strawbridge

Chairman Carson stated the Joint Committee members had received copies of the Minutes of the January 7, 2013 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Seitz, seconded by Mrs. Woods, moved to approve the Minutes of the January 7, 2013 meeting as submitted.

Roll Call: Ayes: Michael Port, Ron Lytle, Karen Woods, John Mehalic, Randy Seitz, Dwight Proper, Sue Barthen, Todd Carson

Nayes: None, motion carried.

Chairman Carson stated the next item on the agenda was the Treasurer and Secretary's report as of 2/04/13.

Mrs. Woods, seconded by Mr. Proper, moved to approve The Treasurer and Secretary's Report as of 2/04/13 as submitted.

Roll Call: Ayes: Michael Port, Ron Lytle, Karen Woods, John Mehalic, Randy Seitz, Dwight Proper, Sue Barthen, Todd Carson

Nayes: None, motion carried.

A list of bills totaling \$414,620.70 was presented for approval.

Mrs. Woods, seconded by Mr. Seitz, moved to approve the list of bills totaling \$414,620.70 as submitted.

Roll Call: Ayes: Michael Port, Ron Lytle, Karen Woods, John Mehalic, Randy Seitz, Dwight Proper, Sue Barthen, Todd Carson

Nayes: None, motion carried.

Under Communications, the minutes of the Professional Advisory Committee meeting on 2/01/13, the Calendar of Events for the month of February and the Monthly Enrollment Reports as of 2/01/13 were submitted for information.

Chairman Carson indicated that agenda item 8 a) had no changes at this time and there would be no action.

Chairman Carson requested approval of the engagement letter with O'Polka & Company.

Mr. Seitz, seconded by Mr. Mehalic, moved to approve the engagement letter with O'Polka & Company.

Roll Call: Ayes: Michael Port, Ron Lytle, Karen Woods, John Mehalic, Randy Seitz, Dwight Proper, Sue Barthen, Todd Carson

Nayes: None, motion carried.

Chairman Carson requested approval for an increase of \$400.00 for Larry Baughman and Tammy Botts to attend Attendance/Child Accounting Professional conference in Hershey from March 25 – 27, 2013.

Mrs. Barthen, seconded by Mrs. Woods, moved to approve the request to increase the allowance by \$400.00 for Larry Baughman and Tammy Botts to attend Attendance/Child Accounting Professional conference in Hershey from March 25 – 27, 2013.

Roll Call: Ayes: Michael Port, Ron Lytle, Karen Woods, John Mehalic, Randy Seitz, Dwight Proper, Sue Barthen, Todd Carson

Nayes: None, motion carried.

Mr. Fontanazza reviewed his activities for the period of 1/8/13 – 2/4/13.

Chairman Carson asked if there was any old business.

Mr. Adams distributed a report with the voting results from the sending schools for the Tech Center budget for 2013-2014.

Chairman Carson asked if there was any new business. None was noted.

Upon motion by Mr. Mehalic, seconded by Mrs. Woods, the meeting adjourned at seven twenty - one (7:21) p.m. Motion unanimously carried.

Recorded by

A handwritten signature in blue ink, appearing to read "Patrick M. Adams", is written over a light blue rectangular background.

Patrick M. Adams
Secretary, Joint Committee