

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

**MINUTES**

**February 3, 2014**

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

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

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

**Roll Call:** Present: Hal Carbaugh, Ronald Lytle, John Mehalic, Joe Womer, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Absent: Randy Seitz, Todd Carson

Also Present: Mario Fontanazza, Joseph Carrico

Chairman Woods stated the Joint Committee members had received copies of the Minutes of the January 6, 2014 meeting in the mail. She asked if there were any additions, corrections or deletions.

Mrs. Clarke, seconded by Mr. Proper, moved to approve the Minutes of the January 6, 2014 meeting as submitted.

Motion unanimously carried.

The Treasurer's and Secretary's Report as of February 3, 2014 and the Special Account Report as of February 3, 2014 were submitted for approval.

Mr. Lytle, seconded by Mrs. Clarke, moved to approve the Secretary's Report as of February 3, 2014 and the Special Account Report as of February 3, 2014 as submitted.

Motion unanimously carried.

A list of bills totaling \$587,510.38 was submitted for approval.

Mrs. Clarke, seconded by Mr. Lytle, moved to approve the list of bills totaling \$587,510.38 as submitted.

**Roll Call:** Ayes: Hal Carbaugh, Ronald Lytle, John Mehalic, Joe Womer, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nays: None, motion carried.

Under Communications, copies of the Calendar of Events for the month of February, the Monthly Enrollment Report as of 2/3/14, and the minutes from the 1/31/14 meeting of the Professional Advisory Committee were submitted for information.

Mrs. Woods commented that action item a), iv) had the addition of Carolyn Dinberg (pending clearances) in all areas.

Mrs. Woods requested approval for the action items as presented:

- i) Approve Sylvia Dombeck as part-time substitute clinical nurse aide instructor for Allied Health Occupations at the Practical Nursing substitute rate of \$135.00 per day.
- ii) Accept Larry Baughman's intent to retire, effective June 29, 2014.
- iii) Accept Cindy Jarzab's intent to retire, effective June 30, 2014.
- iv) Approve additions to the substitute instructor list.

Mr. Lytle, seconded by Mrs. Clarke moved to approve the action items as presented.

**Roll Call:** Ayes: Hal Carbaugh, Ronald Lytle, John Mehalic, Joe Womer, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Mr. Adams reported that changes to board policies were on the website under administration tab and then board policies. The proposed changes were under draft policies. The would be on review for a month and then voted on at the next meeting.

Mr. Fontanazza reviewed the Director's Activities for the period 1/7/14 – 2/3/14.

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

Chairman Woods, under New Business, requested approval of the proposal from Sting Communications to provide internet service for 36 months, beginning July 1, 2014.

Mr. Lytle, seconded by Mrs. Clarke moved to approve the proposal from Sting Communications to provide internet service for 36 months, beginning July 1, 2014.

**Roll Call:** Ayes: Hal Carbaugh, Ronald Lytle, John Mehalic, Joe Womer, David Graham, Dwight Proper, Sue Clarke, Karen Woods

Nayes: None, motion carried.

Upon motion by Mr. Mehalic, seconded by Mrs. Clarke, the meeting adjourned at seven twenty-four (7:24) 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  
Business Manager