

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

MINUTES

January 4, 2016

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. Mr. Graham called the meeting to order at one minute past seven o'clock (7:01) p.m.

Mr. Graham asked the members to pause for a moment of silence.

Mr. Graham asked the members to stand for the pledge of allegiance.

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

Absent: Randy Seitz, Mark Marterella, Unappointed Titusville representative

Also Present: Mr. Mario Fontanazza, Dr. Pamela Dye

Chairman Graham stated the Joint Committee members had received copies of the Minutes of the December 3, 2015 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Carson, seconded by Mrs. Woods, moved to approve the Minutes of the December 3, 2015 meeting as submitted.

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

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of January 4, 2016 were submitted for information.

Mrs. Woods, seconded by Mr. Carson, moved to approve the Treasurer's and Secretary's Report as of January 5, 2015 and the Special Account Report as of January 4, 2016.

Mr. Adams discussed the composition of these two reports.

The motion was unanimously approved.

Mr. Graham requested approval of the list of bills as submitted.

Mrs. Woods, seconded by Mr. Carson, moved to approve the list of bills totaling \$326,617.68 as submitted.

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

Nayes: None, motion 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 1/04/16 were submitted.

Mr. Graham requested approval of the action items.

Mrs. Woods, seconded by Mr. Carson, moved to approve the actions items 8. a) i., ii., as follows:

- i. Approve Adult Evening School Schedule for Spring 2016
- ii. Approve Sarah Campbell as full-time Coordinator of Student Services at step 1, column C of the salary schedule,\$49,313 prorated for the number of days worked.

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

Nayes: None, motion carried.

Mr. Graham requested approval of action item 8. a) iii. the 2016-2017 budget as presented.

Mrs. Woods, seconded by Mr. Carson, moved to approve 2016-2017 budget as presented.

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

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 12/4/15 through 1/4/16.

Chairman Graham asked if there was any old business.

None was noted.

Under new business, Mr. Graham requested approval of the addition to the substitute instructor list for the 2015-2016 school year.

Mrs. Woods, seconded by Mr. Carson, moved to approve the addition to the substitute instructor list for the 2015-2016 school year.

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

Nayes: None, motion carried.

Mr. Graham requested approval to reduce the amount contributed to the Capital Projects fund from 20% of Vocational Subsidy to 10% effective immediately.

Mrs. Woods, seconded by Mr. Carson, moved to approve the amount contributed to the Capital Projects fund from 20% of Vocational Subsidy to 10% effective immediately.

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

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Mr. Carson, the meeting adjourned at seven thirteen (7:13) p.m.

Recorded by

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

Patrick M. Adams
Secretary, Joint Committee