

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

**MINUTES**

**June 6, 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. Carbaugh called the meeting to order at seven o'clock (7:00) p.m.

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

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

**Roll Call:** Present: Ronald Lytle, Susan Motzer, Karen Woods, Joe Womer, Randy Seitz, Dwight Proper, Hal Carbaugh

Absent: Todd Carson, David Graham, Mark Marterella

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

Chairman Carbaugh stated the Joint Committee members had received copies of the Minutes of the May 2, 2016 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mrs. Woods, seconded by Mr. Lytle, moved to approve the Minutes of the May 2, 2016 meeting as submitted.

**Roll Call:** Ayes: Ronald Lytle, Susan Motzer, Karen Woods, Joe Womer, Randy Seitz, Dwight Proper, Hal Carbaugh

Nayes: None, motion carried.

The Treasurer's and Secretary's Report as of June 6, 2016 were submitted for information.

Mrs. Woods, seconded by Mr. Womer, moved to approve the Treasurer's and Secretary's Report as of May 2, 2016 and the Special Account Report as of June 6, 2016.

The motion was unanimously approved.

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

Mrs. Woods, seconded by Mr. Seitz, moved to approve the list of bills totaling \$821,793.78 as submitted.

**Roll Call:** Ayes: Ronald Lytle, Susan Motzer, Karen Woods, Joe Womer, Randy Seitz, Dwight Proper, Hal Carbaugh

Nayes: None, motion carried.

Under Communications, the Professional Advisory Committee minutes were discussed, Calendar of Events for the month of May and the Monthly Enrollment Report as of 6/6/16 were submitted.

Mr. Carbaugh requested approval of the action items 8. a) i.- xiv. as one motion.

Mrs. Woods, seconded by Mrs. Motzer, moved to approve the actions items 8. a) i. - xiv., as follows:

- i. Approve Robert Moore to attend the IMTS conference in Chicago, September 12-17, 2016 at a cost not to exceed \$2,175.00. Funding – Local
- ii. Approve Pat Adams, Sarah Campbell, Robert Nurss and Carol Miller to attend the PACTA fall workshop in State College, PA on September 22 – 23, 2016 at a cost not to exceed \$1,500.00. Funding – Local
- iii. Approve Robert Moore and Tammy Botts to attend the Classmate Summer Institute in Bethlehem, PA July 11<sup>th</sup> – 13<sup>th</sup>, 2016 at a cost not to exceed \$2,100.00. Funding – Local
- iv. Approve Dental Assistant Program and additions to the Dental Assistant Advisory Committee.
- v. Approve McGill, Power, Bell & Associates, LLP for audit services.
- vi. Approve textbook for Computer Information Systems Video Game Design Composition text and software design guide, publisher Goodheart-Willcox
- vii. Approve Business manager to secure 1 year Electric contract at a rate that is in the best interest of the Tech Center.
- viii. Approve furlough of Jessica Rudegear Perkins aide.
- ix. Approve administrative raises based on the Director's evaluations.
- x. Approve Louie Strawbridge as summer maintenance helper for 11 weeks at \$9.00 per hour.
- xi. Approve a Coop maintenance worker for 3, 8 hour days for 10 weeks at \$7.25 per hour.
- xii. Approve the Contract with Community Ambulance for the 2016-2017 School Year in the amount of \$300.00.
- xiii. Approve 2016-2017 contract with CCL Technologies as presented.
- xiv. Depositories 2016-2017 – PNC Bank, Citizens Bank and Pennsylvania Local Government Investment Trust (PLGIT)

**Roll Call:** Ayes: Ronald Lytle, Susan Motzer, Karen Woods, Joe Womer, Randy Seitz, Dwight Proper, Hal Carbaugh

Nayes: None, motion carried.

Mr. Fontanazza reviewed his Issues/Activities for the period 5/3/16 through 6/6/16.

Mr. Fontanazza invited anyone who wanted to tour the Modular House at the conclusion of the meeting.

Chairman Carbaugh asked if there was any old business.

None was noted.

Under new business, Mr. Carbaugh asked the members to adopt a resolution authorizing the Business Manager to remit routine expenditures and make necessary budget transfers during June and July 2016 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2016 regular meeting.

Mrs. Woods, seconded by Mr. Proper, moved to adopt a resolution authorizing the Business Manager to remit routine expenditures and make necessary budget transfers during June and July 2016 to close budget accounts and bring all expenditures to the Joint Committee at their next regular meeting for ratification and cancelling the July 2016 regular meeting.

**Roll Call:** Ayes: Ronald Lytle, Susan Motzer, Karen Woods, Joe Womer, Randy Seitz, Dwight Proper, Hal Carbaugh

Nayes: None, motion carried.

Upon motion by Mrs. Woods, seconded by Mrs. Motzer, the meeting adjourned at seven eighteen (7:18) p.m.

Recorded by

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

Patrick M. Adams  
Secretary, Joint Committee