

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

MINUTES

November 5, 2012

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

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

Chairman Mehalic asked the members to stand for the pledge of allegiance

Roll Call: Present: Patty Feroz, Mike Port, Ronald Lytle, Todd Carson, Karen Woods, William Deal, Randy Seitz, Dwight Proper, Sue Barthen, John Mehalic

Absent: None

Also Present: Mario Fontanazza, Jeffrey Clark

Chairman Mehalic stated the Joint Committee members had received copies of the Minutes of the October 1, 2012 meeting in the mail. He asked if there were any additions, corrections or deletions.

Mr. Lytle, seconded by Mr. Deal, moved to approve the Minutes of the October 1, 2012 meeting as submitted.

Roll Call: Ayes: Patty Feroz, Mike Port, Ronald Lytle, Todd Carson, Karen Woods, William Deal, Randy Seitz, Dwight Proper, Sue Barthen, John Mehalic

Nayes: None

The Treasurer's and Secretary's Report as of November 5, 2012 and the Special Account Report as of November 5, 2012 were submitted for information.

Mrs. Woods, seconded by Mr. Deal, moved to approve the Treasurer's and Secretary's Report as of November 5, 2012 and the Special Account Report as of November 5, 2012. Motion unanimously carried.

A list of bills totaling \$571,579.89 was submitted for approval.

Mr. Seitz, seconded by Mrs. Woods, moved to approve the list of bills totaling \$571,579.89 as submitted.

Roll Call: Ayes: Patty Feroz, Mike Port, Ronald Lytle, Todd Carson, Karen Woods, William Deal, Randy Seitz, Dwight Proper, Sue Barthen, John Mehalic

Nayes: None

Mr. Fontanazza discussed the meeting of the Professional Advisory Committee on 11/2/12. He indicated that he, Mr. Adams and Mr. Baughman visited Clarion CTC and Jefferson Tech Center to look at the Protective Services program and the Diesel Mechanic program as a means to add a program to this Tech Center. He was asked to put together a more detailed plan and report back to the Professional Advisory Committee.

The calendar of events for November and the monthly enrollment report were presented as information.

Mrs. Woods, seconded by Mr. Deal, moved to combine items 8. a through d in one motion for approval as follows:

- a) Action: Audit report for the fiscal year ending June 30, 2012, prepared by O'Polka & Company.
- b) Action: Approve revisions to the policy manual as presented at October 1, 2012 meeting.
- c) Action: Approve Rosemary Conti as DECA advisor and Larry Baughman as Skills USA advisor.
- d) Action: Permission for the Business Manager to spend no more than \$10,000.00 on a used vehicle.

Mr. Adams passed out a summary sheet of the local auditor's draft report prepared by O'Polka & Company for the 2011-2012 school year. Mr. Adams asked the members to review this sheet and offered the full report to the members if desired. He mentioned that they could contact Mrs. Strain with any questions.

Next, a discussion regarding the request of the Business Manager to spend no more than \$10,000.00 began for the purchase of a used utility vehicle. Mr. Adams indicated that banter in email began regarding this matter and this discussion would determine the direction the Tech Center would go. He indicated that Mr. Lytle suggested that we could be acquiring someone else's problems. He also mentioned that we would not have a vehicle under warranty. Mr. Clark discussed the program through COSTARS that could allow the Tech Center to purchase a conversion van for around \$16,000.00. After further discussion, Mrs. Woods, seconded by Mr. Deal moved to amend the motion in item d to allow the Business Manager to spend no more than \$20,000.00 on a new vehicle.

Roll Call: Ayes: Patty Feroz, Mike Port, Ronald Lytle, Todd Carson, Karen Woods, William Deal, Randy Seitz, Dwight Proper, Sue Barthen, John Mehalic

Nays: None

Mr. Adams discussed the report for Joint Committee Membership. He described how the number of school members were determined and related this to the quota that each school could send.

Mr. Adams also indicated that the Chief School Administrator for 2012 – 2013 would be Mr. Jeffrey Clark, Superintendent of Valley Grove Schools.

Mr. Fontanazza reviewed his activities from 10/2/12 – 11/5/12.

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

Chairman Mehalic reported that a Personnel Committee meeting with the VTC Faculty Association would be scheduled on December 6, 2012 at 6:30 p.m. to consider the Retirement Incentive requested by the Venango Technology Center Faculty Association.

Mr. Adams reported that the composition of the Personnel Committee was traditionally the Current Joint Committee president, the immediate past president and the next future president. This would include – Mr. Carson, Mr. Mehalic and Mrs. Woods.

Upon motion by Mrs. Woods, seconded by Mr. Seitz, the meeting adjourned at seven twenty-eight (7:28) p.m.

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
Business Manager

Joint Committee Reorganization Meeting – Thursday, December 6th, 2012