

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

MINUTES

September 2, 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, Ron Lytle, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Absent: Todd Carson, Sue Clarke

Also Present: Mario Fontanazza, Pat Gavin, Pete Lindey, Natalie Yates

Mr. Proper, seconded by, Mr. Carbaugh, moved to approve the Minutes of the August 4, 2014 meeting as submitted. Motion unanimously carried.

The Treasurer and Secretary's Report as of 9/2/2014 was submitted for information.

Mr. Graham, seconded by Mr. Carbaugh, moved to accept the Treasurer and Secretary's Report as of 9/2/14. Motion unanimously carried.

A list of bills in the amount of \$310,560.61 was presented for approval and the Final Report for the year ending 6/30/2014 was submitted as information.

Mr. Seitz, seconded by Mr. Carbaugh moved to approve the list of bills as presented.

Mr. Lytle questioned an expense to Bert Klapac for an access road. Mr. Adams described the driveway that was created at Protective Services and the Overhead door that was installed to allow for vehicles to be taken in and out of the building. He indicated that this was mentioned during budgeting to allow for the new programs.

Roll Call: Ayes: Hal Carbaugh, Ron Lytle, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Nayes: None, motion carried.

Under Communications, Mr. Fontanazza highlighted some things discussed in the Minutes of the Professional Advisory Committee Meeting of 8/29/14.

Mrs. Woods called for an executive session for legal matters at 7:20 p.m.

The meeting reconvened at 7:29 p.m.

Mrs. Woods requested approval of the action items in item 8. a. items i. – ix.

Mr. Lytle, seconded by Mr. Carbaugh, moved to approve agenda items 8. a. items i. – ix. as follows:

- i. Adopt resolution for extension of credit for PNC bank.
- ii. Recommend approval of the Adult Evening School Schedule for the 2014-2015 school year. (available at the meeting)
- iii. Approve student and employee handbook for 2014-2015 with no changes.
- iv. Accept resignation letter of Kasey Palmer, Practical Nursing instructor, effective September 16, 2014.
- v. Approve advertising for the Practical Nursing opening.
- vi. Approve Occupational Advisory Committee members for 2014-2015.
- vii. Approve tuition increase for Practical Nursing for the 2015-2016 school year. This is a 2% and \$200.00 per year increase from 2014-2015 school year to \$10,750.00 annually.
- viii. Approve request for Cindy Cornelius to attend the PA association of Practical Nursing Administrators conference in Lewisburg on October 9-10, 2014 at a cost not to exceed \$850.00 – Funding Practical Nursing.
- ix. Approve additions to substitute instructor list for 2014-2015.

Mr. Adams led a discussion regarding a program with PNC bank that would restructure the current credit card to allow for cash rewards of 1% of purchases. Mrs. Natalie Yates from PNC, assisted the discussion and added that the district had to spend \$100,000 annually or would be charged a \$500 fee. She also added that the initial threshold established was \$125,000 per month.

Roll Call: Ayes: Hal Carbaugh, Ron Lytle, John Mehalic, Joe Womer, David Graham, Randy Seitz, Dwight Proper, Karen Woods

Nayes: None, motion carried.

Mr. Fontanazza reviewed his activities.

Chairman Woods asked if there was any old business. None was noted.

Chairman Woods asked if there was any new business.

Mr. Seitz brought up an opportunity with a business in Sharon for Machine Trade students. He indicated that American Cap was looking for approximately 17 people to fill entry level slots at around \$21.00 per hour. He offered to bring people to our facility to discuss this with the instructor and students. Mr. Fontanazza said he would speak to the instructor and arrange a time for this to happen.

Upon motion by Mr. Mehalic, seconded by Mr. Graham, the meeting adjourned at seven forty-two (7:42) p.m.

Recorded by,



Patrick M. Adams
Secretary, Joint Committee