

**Northwest Ohio Area Computer Services Cooperative  
Governing Board Minutes  
May 19, 2021**

**1. Roll Call:**

New board member: Tony Fenstermaker, Superintendent at McComb Local replacing Heath Huffman from Cory-Rawson Local.

The Northwest Ohio Area Computer Services Cooperative met in regular session with the following members answering roll call:

Roll Call:					
		Mrs. Mollenkopf	Present	Mr. Rostorfer	Present
Mr. Amstutz	Present	Mr. Fenstermaker	Present	Mr. Schmutz	Present
Mr. Deleruyelle	Present	Mrs. Peters	Present	Mr. Sommer	Present
Mr. Denecker	Present	Mrs. Phillips	Present	Mrs. Stuart	Present
Mr. Roth	Absent	Mr. Rex	Present	Mrs. Vaughn	Present

**2. Introduction of Guest(s):**

Michelle Buss, NOACSC Treasurer/Fiscal Officer  
Larry Kaiser, NOACSC Fiscal Liaison

**3. Approval of Minutes of Previous Meeting:**

SUGGESTED MOTION: Moved by Mr. Denecker and seconded by Mrs. Stuart that the Minutes of the February 17, 2021 meeting be approved in the form sent to the members of the Board.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Yes	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mr. Deleruyelle	Yes	Mrs. Peters	Yes	Mr. Sommer	Yes
Mr. Denecker	Yes	Mrs. Phillips	Yes	Mrs. Stuart	Yes
Mr. Roth	Absent	Mr. Rex	Yes	Mrs. Vaughn	Yes

**4. Presentation and Allowance of Bills; Approval of Financial Reports:**

SUGGESTED MOTION: Moved by Mr. Rostorfer and seconded by Mrs. Phillips that the bills and financial reports found at the end of this agenda were presented and reviewed and approved.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Yes	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mr. Deleruyelle	Yes	Mrs. Peters	Yes	Mr. Sommer	Yes
Mr. Denecker	Yes	Mrs. Phillips	Yes	Mrs. Stuart	Yes
Mr. Roth	Absent	Mr. Rex	Yes	Mrs. Vaughn	Yes

**5. Director's Report:**

A. Appropriation Changes

Please find attached appropriation changes recommended by Ms. Buss.

A motion is in the consent agenda for your approval.

B. FY2022 NOACSC Budget

Please find attached the recommended budget for the NOACSC for Fiscal Year 2022.

A motion is in the consent agenda for your approval.

C. Resignation of Michelle Buss

Please find attached Ms. Buss' resignation.

Congratulations on her move to Kalida Local as Treasurer, we wish her every success.

A motion is in the consent agenda for your approval.

D. New Treasurer/Fiscal Officer for NOACSC

My recommendation is to appoint Larry Kaiser as NOACSC's Treasurer/Fiscal Officer effective June 1, 2021.

A motion is in the consent agenda for your approval.

E. Contract for Larry Kaiser

Please find attached a new contract for Mr. Kaiser.

It is my recommendation to promote Mr. Kaiser is from Support I to Support II.

A motion is in the consent agenda for your approval.

F. Supplemental for Treasurer/Fiscal Officer

Please find attached a Supplemental for Mr. Kaiser for his Treasurer/Fiscal Officer duties.

A motion is in the consent agenda for your approval.

**G. FY22 Fees**

Please find attached the member and non-member fees for next fiscal year.

A motion is in the consent agenda for your approval.

**H. Policies and By-Laws**

The revised policies and by-laws were available for your review.

The committee of Greg Denecker, Karen Phillips, and Ray Burden met April 6<sup>th</sup>.

A motion is in the consent agenda for your approval.

**I. Pay Dates, Holidays, and Board Dates**

<b>Pay Dates</b>	<b>Pay Dates</b>	<b>Holidays</b>	<b>Board Dates</b>
July 9, 2021	Jan 14, 2022	July 2, 2021	July 14, 2021
July 30, 2021	Jan 28, 2022	Sept 6, 2021	Nov 17, 2021
Aug 13, 2021	Feb 11, 2022	Nov 25, 2021	Feb 16, 2022
Aug 27, 2021	Feb 25, 2022	Nov 26, 2021	May 18, 2022
Sept 10, 2021	Mar 11, 2022	Dec 23, 2021	
Sept 24, 2021	Mar 25, 2022	Dec 24, 2021	
Oct 15, 2021	Apr 15, 2022	Dec 31, 2021	
Oct 29, 2021	Apr 29, 2022	Jan 17, 2022	
Nov 12, 2021	May 13, 2022	Feb 21, 2022	
Nov 26, 2021	May 27, 2022	Apr 15, 2022	
Dec 10, 2021	Jun 10, 2022	May 30, 2022	
Dec 31, 2021	Jun 30, 2022		

A motion is in the consent agenda for your approval.

J. Merits for Staff: FY22

Please refer to the merits worksheet.

A motion to approve is in the consent agenda.

K. Miscellaneous Items

- a. NOACSC Internet Service Provider
  - i. Board and Billed Entity relationship
- b. Earthquake Insurance
- c. NOACSC Expenses Pie Chart

6. **Consent Items:**

A. Motion to accept the appropriation changes as presented

B. Motion to accept the FY2022 NOACSC budget as presented

C. Motion to accept the resignation of Michelle Buss

D. Motion to approved Larry Kaiser as Treasurer/Fiscal Officer for NOACSC

E. Motion to accept the resignation of Larry Kaiser as Liaison I and approve Liaison II contract for Larry Kaiser as presented

F. Motion to approve supplemental contract for Larry Kaiser as presented

G. Motion to approve FY2022 NOACSC fees as presented

H. Motion to approve NOACSC Policies and By-Laws as presented

I. Motion to approve Pay Dates, Holidays, and Board dates as presented

J. Motion to approve FY2022 Merit increases to NOACSC staff using the Varied column as presented

SUGGESTED MOTION: Moved by Mr. Denecker and seconded by Mr. Rex to approve all Consent Items as presented.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Yes	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mr. Deleruyelle	Yes	Mrs. Peters	Yes	Mr. Sommer	Yes
Mr. Denecker	Yes	Mrs. Phillips	Yes	Mrs. Stuart	Yes
Mr. Roth	Absent	Mr. Rex	Yes	Mrs. Vaughn	Yes

7. **Action Items:** None

8. **New Business:** None

9. **Next Regular Meeting:**

The next regular meeting of the Northwest Ohio Area Computer Services Cooperative is scheduled for July 14 2021 @ 9:30 am via ZOOM.

10. **Adjournment:**

Moved by Mr. Rex, seconded by Mrs. Peters that the board adjourn at 10:22 am.

Vote:					
		Mrs. Mollenkopf	Yes	Mr. Rostorfer	Yes
Mr. Amstutz	Yes	Mr. Fenstermaker	Yes	Mr. Schmutz	Yes
Mr. Deleruyelle	Yes	Mrs. Peters	Yes	Mr. Sommer	Yes
Mr. Denecker	Yes	Mrs. Phillips	Yes	Mrs. Stuart	Yes
Mr. Roth	Absent	Mr. Rex	Yes	Mrs. Vaughn	Yes