

**Northwest Ohio Area Computer Services Cooperative
Governing Board Minutes
February 28, 2023**

1. Roll Call:

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

Vote:					
		Mr. Fenstermaker	Present	Mr. Rex	Present
Mrs. Bruns	Present	Mrs. Light	Present	Mr. Rostorfer	Present
Mrs. Buss	Present	Dr. Miller	Present	Mr. Schmutz	Present
Mrs. Crates-Miller	Absent	Mrs. Mollenkopf	Present	Mrs. Stuart	Present
Mr. Denecker	Present	Mrs. Peters	Proxy	Mrs. Vaughn	Present

2. Introduction of Guest(s):

None

3. Election of Officers

Election of Chairman of the Governing Board

Moved by Mr. Denecker and seconded by Mrs. Mollenkopf that Mr. Schmutz be nominated as Chairman of the Governing Board; moved by Mr. Fenstermaker and seconded by Brad Rostorfer that nominations be closed with Mr. Schmutz proclaimed as Chairman of the Governing Board.

Election of Vice Chairman of the Governing Board

Moved by Mr. Rostorfer and seconded by Dr. Miller that Mr. Denecker be nominated as Vice Chairman of the Governing Board; moved by Mr. Schmutz and seconded by Mr. Rex that nominations be closed with Mr. Denecker proclaimed as Vice Chairman of the Governing Board.

Election of Secretary of the Governing Board

Moved by Mr. Fenstermaker and seconded by Mrs. Buss that Mrs. Vaughn be nominated as Secretary of the Governing Board; moved by Mrs. Stuart and seconded by Mr. Rex that nominations be closed with Mrs. Vaughn proclaimed as Secretary of the Governing Board.

4. Approval of Minutes of Previous Meetings:

SUGGESTED MOTION: Moved by Mrs. Bruns and seconded by Mr. Denecker that the Minutes of November 16, 2022, be approved in the form sent to the members of the Board.

Vote:					
		Mr. Fenstermaker	Yes	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Rostorfer	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mrs. Crates-Miller	Absent	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Proxy	Mrs. Vaughn	Yes

5. Presentation and Allowance of Bills; Approval of Financial Reports:

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

Vote:					
		Mr. Fenstermaker	Yes	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Rostorfer	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mrs. Crates-Miller	Absent	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Proxy	Mrs. Vaughn	Yes

6. Director's Report:

A. Purchasing Agent

Annual approval of the Executive Director as the Purchasing Agent for NOACSC.

B. SOC-1 Audit

Attached is the SOC-1 audit for your approval for the period of April 1, 2021 through March 31, 2022.

C. Approval of contract

Approve renewal of 2-year contract from St. Henry for Extended EMIS Services.

D. Other Items

- a. FY24 Raises for NOACSC Staff (May 2023 meeting)
- b. Potential new contracts for FY24
 - i. MIBS for school district
 - ii. Extended EMIS services for additional school district
 - iii. Tech services for school
- c. Staffing discussion
- d. Data retention policy discussion
- e. Expected fee changes (May 2023 meeting)
- f. Next meeting
 - i. Budget
 - ii. Pay dates
 - iii. Holidays
 - iv. Board dates

7. Consent Items:

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

Vote:					
		Mr. Fenstermaker	Yes	Mr. Rex	Yes
Mrs. Bruns	Abstain	Mrs. Light	Yes	Mr. Rostorfer	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mrs. Crates-Miller	Absent	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Proxy	Mrs. Vaughn	Yes

8. Action Items:

SUGGESTED MOTION: Moved by Mr. Denecker and seconded by Mrs. Vaughn to approve all Action Items as presented.

- A. Approve Resolution to Accept Resignation of Public Employee and Re-Employ Public Employee

B. Approve the contract of Carolyn Winhover

Board held public hearing on January 30, 2023, regarding the re-employment of Carolyn Winhover. Contract will begin March 14. Contract is as-needed, part-time Support Services Liaison.

Vote:					
		Mr. Fenstermaker	Yes	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Rostorfer	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mrs. Crates-Miller	Absent	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Proxy	Mrs. Vaughn	Yes

9. New Business: None

10. Next Regular Meeting:

The next regular meeting of the Northwest Ohio Area Computer Services Cooperative is scheduled for Tuesday, May 16 @ 9:30 a.m. at the NOACSC office.

11. Adjournment:

Moved by Mr. Rex and seconded by Mr. Fenstermaker that the board adjourn at 10:42 am.

Vote:					
		Mr. Fenstermaker	Yes	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Rostorfer	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mrs. Crates-Miller	Absent	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Proxy	Mrs. Vaughn	Yes