

**Northwest Ohio Area Computer Services Cooperative
Governing Board Minutes
November 7, 2023**

1. Roll Call:

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

Vote:					
		Mr. Hatton	Absent	Mr. Rex	Present
Mrs. Bruns	Present	Mrs. Light	Present	Mr. Parker	Present
Mrs. Buss	Present	Dr. Miller	Present	Mr. Schmutz	Present
Mr. Clark	Present	Mrs. Mollenkopf	Present	Mrs. Stuart	Present
Mr. Denecker	Present	Mrs. Peters	Present	Mrs. Vaughn	Present

2. Introduction of Guest(s):

3. Appointment of New Board Directors:

SUGGESTED MOTION: Moved by Mrs. Peters and seconded by Mr. Denecker that Jay Clark, Superintendent of Cory-Rawson Local School District, fill the vacancy of Director Tony Fenstermaker, who is no longer superintendent at McComb. Mr. Clark will fulfill the remainder of the term, which expires December 31, 2023. Additionally, Andy Hatton, Superintendent of Findlay City Schools, will fill the vacancy of Krista Crates-Miller, who is no longer interim Superintendent.

Vote:					
		Mr. Hatton	Absent	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Parker	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mr. Clark	Abstain	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Yes	Mrs. Vaughn	Yes

4. Approval of Minutes of Previous Meetings:

SUGGESTED MOTION: Moved by Mr. Parker and seconded by Dr. Miller that the Minutes of August 2, 2023 be approved in the form sent to the members of the Board.

Vote:					
		Mr. Hatton	Absent	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Parker	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mr. Clark	Abstain	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Yes	Mrs. Vaughn	Yes

*At 9:35 am, Mr. Rex moved to enter into Executive Session with a 2nd from Mrs. Mollenkopf. Executive Session ended at 10:38 am and the regular meeting resumed.

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

SUGGESTED MOTION: Moved by Mrs. Bruns 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. Hatton	Absent	Mr. Rex	Yes
Mrs. Bruns	Yes	Mrs. Light	Yes	Mr. Parker	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mr. Clark	Yes	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Yes	Mrs. Vaughn	Yes

*Mrs. Bruns exited at 11:38 AM

6. Director’s Report:

- A. Updated organizational chart
- B. NOACSC Employee Handbook and Policy Update
 - a. Fair Labor Standards Act (FLSA) exemption status for each position
 - b. Clarify work hours, documentation and overtime policy
 - c. Guidance has been provided by Bricker Graydon
- C. Fees
 - a. General service fees
 - i. Fee analysis
 - ii. Fee committee
 - iii. Will have recommendations for FY25 fees at next meeting
 - b. ISP
 - i. Will be setting soon for FY25
- D. Additional Updates
 - a. Membership discussion
 - b. SIS future discussion
 - c. MCOECN NIST priority 1 assessment report
 - d. Evaluations and contracts of staff
 - e. Fiber network
 - f. Brumback Library services
 - g. Board of Director expiring terms
 - h. Membership meeting – November 8
 - i. All 54 districts attending
 - i. Site Review
 - i. MCOECN Site Review – December 11-2
 - j. Audits update

7. Consent Items:

- A. Approval of updated organizational chart
- B. Approve NOACSC Employee Handbook update

SUGGESTED MOTION: Moved by Mrs. Stuart and seconded by Mr. Clark to approve all Consent Items as presented.

Vote:					
		Mr. Hatton	Absent	Mr. Rex	Yes
Mrs. Bruns	Absent	Mrs. Light	Yes	Mr. Parker	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mr. Clark	Yes	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Yes	Mrs. Vaughn	Yes

8. Action Items: Tabled

A. Approval of 3-year contract for Treasurer, Brenda Core. Contract will be from July 1, 2024 through June 30, 2027.

SUGGESTED MOTION: Moved by _____ and seconded by _____ to approve all Action Item as presented.

Vote:					
		Mr. Hatton		Mr. Rex	
Mrs. Bruns		Mrs. Light		Mr. Parker	
Mrs. Buss		Dr. Miller		Mr. Schmutz	
Mr. Clark		Mrs. Mollenkopf		Mrs. Stuart	
Mr. Denecker		Mrs. Peters		Mrs. Vaughn	

B. Approval of 3-year contract for Executive Director, Benjamin Thaxton. Contract will be from July 1, 2024 through June 30, 2027.

SUGGESTED MOTION: Moved by _____ and seconded by _____ to approve all Action Item as presented.

Vote:					
		Mr. Hatton		Mr. Rex	
Mrs. Bruns		Mrs. Light		Mr. Parker	
Mrs. Buss		Dr. Miller		Mr. Schmutz	
Mr. Clark		Mrs. Mollenkopf		Mrs. Stuart	
Mr. Denecker		Mrs. Peters		Mrs. Vaughn	

9. New Business: None

10. Next Regular Meeting:

The next regular meeting of the Northwest Ohio Area Computer Services Cooperative is scheduled for February 13, 2024 @ 9:30 a.m. at the NOACSC office.

11. Adjournment

Moved by Mrs. Peters and seconded by Mr. Rex that the board adjourn at 12:25 PM.

Vote:					
		Mr. Hatton	Absent	Mr. Rex	Yes
Mrs. Bruns	Absent	Mrs. Light	Yes	Mr. Parker	Yes
Mrs. Buss	Yes	Dr. Miller	Yes	Mr. Schmutz	Yes
Mr. Clark	Yes	Mrs. Mollenkopf	Yes	Mrs. Stuart	Yes
Mr. Denecker	Yes	Mrs. Peters	Yes	Mrs. Vaughn	Yes