

**Northwest Ohio Area Computer Services Cooperative
Governing Board Minutes
May 14, 2024**

1. Roll Call:

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

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

2. Introduction of Guest(s): None

3. Approval of Minutes of Previous Meetings:

SUGGESTED MOTION: Moved by Mrs. Mollenkopf and seconded by Mr. Rex that the Minutes of February 6, 2024 be approved in the form sent to the members of the Board.

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

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

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

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

5. Director's Report:

A. FY 2025 Budget

- a. In collaboration with Mrs. Core

B. FY 2025 Fees

- a. Fee schedules for both member and associate members
 - i. Increases, new products and services are provided in the attachment.

C. Pay Dates, Holidays, and Board Dates for FY 2025

Pay Dates	Pay Dates	Holidays	Board Dates
July 12, 2024	January 10, 2025	July 4, 2024	August 13, 2024
July 26, 2024	January 24, 2025	September 2, 2024	November 19, 2024
August 9, 2024	February 14, 2025	November 28, 2024	February 18, 2025
August 23, 2024	February 28, 2025	November 29, 2024	May 13, 2025
September 13, 2024	March 14, 2025	December 24, 2024	
September 27, 2024	March 28, 2025	December 25, 2024	
October 11, 2024	April 11, 2025	January 1, 2025	
October 25, 2024	April 25, 2025	January 20, 2025	
November 8, 2024	May 9, 2025	February 17, 2025	
November 22, 2024	May 23, 2025	April 18, 2025	
December 13, 2024	June 13, 2025	May 26, 2025	
December 27, 2024	June 27, 2025	June 19, 2025	

D. Resignation of employee

- a. Accept the resignation of Amy Rau-Lawhorn, Fiscal Support Liaison, effective May 17, 2024. Amy has accepted the position of Treasurer at Continental Schools. We are thankful to Amy for her time at NOACSC and wish her success in her new position.

E. Contract Renewals for Current NOACSC Staff

- a. 3.368% overall increase in payroll for FY 2025
- b. Worksheet is provided

F. Approval of Contracts for Services

- a. Approve of month-to-month contract with Lincolnview for Extended EMIS Services
- b. Approve of Contract for Technical Support Services Technician for Findlay Digital Academy for FY 2025

G. Contract for new employee

- a. Angie Shuey – Support Services Liaison II. Start date of June 3, 2024. Contract from June 3, 2024 to June 30, 2025.

H. Budget Increase of Revenue and Increase of Appropriations

- a. Approval for budget increases in revenue of \$238,356.74 and appropriation increase of \$444,000.

I. Miscellaneous Items

- a. District discussion
- b. Continuous Improvement Plan
 - i. Will recommend approval at next meeting
 - ii. Customer survey results
- c. Risk reporting forms
 - i. This is a part of the work we are doing with Art Provost through MCOECN. This is a discussion item only and no board action is required.
- d. MCOECN Director's Retreat – July 14-16

6. Consent Items:

- A. Approval of budget for FY25
- B. Approval of fee schedules for FY25
- C. Approval of pay dates, holidays and board meetings for FY25
- D. Approval of the resignation of Amy Rau-Lawhorn effective May 17, 2024
- E. Approval of contracts for current NOACSC staff
- F. Approval of contracts for services
- G. Approval of contracts for new employee
- H. Approval of budget increase of revenue and increase in appropriations

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

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

7. Action Items:

SUGGESTED MOTION: Moved by Mr. Schmutz and seconded by Mr. Clark to approve all Action Item as presented.

- A. Approval of Contract
 - a. Approval of 2-year contract for Ada Exempted Village Schools for Extended EMIS Services

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

8. New Business: None

9. Next Regular Meeting:

The next regular meeting of the Northwest Ohio Area Computer Services Cooperative is scheduled for Tuesday, August 13, 2024, at 9:30 am at the NOACSC office.

10. Adjournment

Moved by Mr. Rex and seconded by Mr. Miller that the board adjourn at 11:00 am.

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