

**Northwest Ohio Area Computer Services Cooperative
Governing Board Minutes
May 13, 2025**

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	Mrs. Mooney	Present
Mrs. Buss	Present	Mr. Kissell	Present	Mr. Rex	Present
Mr. Clark	Absent	Mrs. Mawer	Present	Mr. Parker	Absent
Mr. Denecker	Present	Dr. Miller	Present	Mrs. Stuart	Present
Mr. Fenstermaker	Present	Mrs. Mollenkopf	Present	Mrs. Vaughn	Present

2. Introduction of Guest(s): None

3. Approval of Minutes of Previous Meetings:

SUGGESTED MOTION: Moved by Mr. Denecker and seconded by Dr. Miller that the Minutes of February 18, 2025, be approved in the form sent to the members of the Board.

Vote:					
		Mr. Hatton	Absent	Mrs. Mooney	Yes
Mrs. Buss	Yes	Mr. Kissell	Yes	Mr. Rex	Yes
Mr. Clark	Absent	Mrs. Mawer	Yes	Mr. Parker	Absent
Mr. Denecker	Yes	Dr. Miller	Yes	Mrs. Stuart	Yes
Mr. Fenstermaker	Yes	Mrs. Mollenkopf	Yes	Mrs. Vaughn	Yes

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

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

Vote:					
		Mr. Hatton	Absent	Mrs. Mooney	Yes
Mrs. Buss	Yes	Mr. Kissell	Yes	Mr. Rex	Yes

Mr. Clark	Absent	Mrs. Mawer	Yes	Mr. Parker	Absent
Mr. Denecker	Yes	Dr. Miller	Yes	Mrs. Stuart	Yes
Mr. Fenstermaker	Yes	Mrs. Mollenkopf	Yes	Mrs. Vaughn	Yes

5. Director's Report:

A. FY 2026 Budget

- a. In collaboration with Mrs. Core

B. FY 2026 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 2026

Pay Dates	Pay Dates	Holidays	Board Dates
July 11, 2025	January 9, 2026	July 4, 2025	August 12, 2025
July 25, 2025	January 23, 2026	September 1, 2025	November 11, 2025
August 8, 2025	February 13, 2026	November 27, 2025	February 17, 2026
August 22, 2025	February 27, 2026	November 28, 2025	May 12, 2026
September 12, 2025	March 13, 2026	December 24, 2025	
September 26, 2025	March 27, 2026	December 25, 2025	
October 10, 2025	April 10, 2026	January 1, 2026	
October 24, 2025	April 24, 2026	January 19, 202	
November 14, 2025	May 8, 2026	February 16, 2026	
November 28, 2025	May 22, 2026	April 3, 2026	
December 12, 2025	June 12, 2026	May 25, 2026	
December 26, 2025	June 26, 2026	June 19, 2026	

D. Contracts for Employees

- a. Daniel Graham, Tech Support Personnel at FDA – 1 year
- b. Vance Poteet, Tech Support Personnel – 1 year
- c. Erika George, Support Liaison I – 2 years
- d. Angie Shuey, Support Liaison II – 2 years
- e. Mindy Troyer, Support Liaison I – 2 years
- f. Doug Norton, Support Liaison II – 3 years
- g. Aundrea Fricke, Support Liaison II - 3 years

E. Salary Increases for Staff FY 2026

- a. Worksheet is provided

F. Approval of Contracts for Services

- a. Tech Services Agreement with Findlay Digital Academy for FY26
- b. Short-term Fiscal Services Agreement with WOCO
- c. Short-term Fiscal Services Agreement with Vanlue
- d. EMIS contract with Riverdale
- e.

G. Approval of Staff Handbook and Policy Manual changes

- a. Handbook and policy revisions are attached for your approval.
- b. The committee of Aaron Rex, Greg Denecker, Shelly Vaughn, Brenda Core, and Ben Thaxton met April 28, 2025 to discuss revisions.

H. Budget Increase of Revenue and Increase of Appropriations

- a. Approval for budget increases in revenue of \$120,000 and appropriation increases of \$306,000.

I. Miscellaneous Items

- a. Acknowledgement of Acceptance of Constitution and Bylaws
 - i. Riverdale Local Schools accepted the NOACSC Constitution and By-laws at its April 28, 2025, Board of Education meeting. NOACSC Board of Directors approved their membership as a NOACSC member at its August 13, 2024 meeting. This was the final step to complete Riverdale's membership to NOACSC.
- b. Membership survey feedback
- c. Membership meeting 2025
- d. Risk reporting forms
 - i. Lack of fire suppression
 - ii. Server data stored on non-encrypted drives within facility
- e. Facility
- f. Hancock county PD day
- g. Recent fiber cut

6. Consent Items:

- A. Approval of FY26 budget
- B. Approval of FY26 fees
- C. Approval of FY26 pay dates, holidays, board dates
- D. Approval of employee contracts
- E. Approval of FY26 employee salary increases
- F. Approval of contracts for services including EMIS with Riverdale
- G. Approval of Staff Handbook and Policy Manual changes
- H. Approval of budget increase of revenue and appropriations

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

Vote:					
		Mr. Hatton	Absent	Mrs. Mooney	Yes
Mrs. Buss	Yes	Mr. Kissell	Yes	Mr. Rex	Yes
Mr. Clark	Absent	Mrs. Mawer	Yes	Mr. Parker	Absent
Mr. Denecker	Yes	Dr. Miller	Yes	Mrs. Stuart	Yes
Mr. Fenstermaker	Yes	Mrs. Mollenkopf	Yes	Mrs. Vaughn	Yes

7. Action Items: None

8. New Business: None

9. Next Regular Meeting:

The Northwest Ohio Area Computer Services Cooperative's next regular meeting is scheduled for Tuesday, August 12, 2025 at 9:30 a.m. at the NOACSC office.

10. Adjournment

Moved by Mr. Denecker and seconded by Mr. Fenstermaker that the board adjourn at 10:35 am.

Vote:					
		Mr. Hatton	Absent	Mrs. Mooney	Yes
Mrs. Buss	Yes	Mr. Kissell	Yes	Mr. Rex	Yes
Mr. Clark	Absent	Mrs. Mawer	Yes	Mr. Parker	Absent
Mr. Denecker	Yes	Dr. Miller	Yes	Mrs. Stuart	Yes
Mr. Fenstermaker	Yes	Mrs. Mollenkopf	Yes	Mrs. Vaughn	Yes