

**Work Session**

Mr. Bucksbee, President, called the work session to order at 6:00 p.m.

- Career Street Branding - Attorney Joy Taylor of the Knox Law Firm discussed the legal and financial considerations regarding branding and marketing the Foundation's Career Street program. Attorney Taylor explained the filings required to retain exclusive rights to names, logos and brands, as well as the costs associated with these filings. Ms. Taylor answered questions regarding intellectual property application timelines, required legal forms and registrations, and whether there should be consideration for a separate legal entity.
- Annual Audited Financial Statements and IRS Form 990 – The Foundation's June 30, 2014 audited financial statements and IRS form 990 were reviewed by Terri Birchard, Board Secretary. Ms. Birchard discussed the financial statements and schedules and noted that there were no findings present and that the Foundation received an unqualified audit opinion.

The work session concluded at 7:10 p.m.

Mr. Bucksbee, President, called the meeting to order at 7:10 p.m.

**Roll Call**

Terri Birchard, Secretary, called the roll:

| <u>Board members:</u> | <u>District:</u> | <u>Present</u> | <u>Absent</u> |
|-----------------------|------------------|----------------|---------------|
| Andrew Foyle          | Fairview         | x              |               |
| John Ogden            | Fort LeBoeuf     | x              |               |
| John Hughes           | Girard           | x              |               |
| James Bucksbee        | General McLane   | x              |               |
| Bill Lutz             | Harbor Creek     | x              |               |
| Alfred Rial           | Iroquois         | x              |               |
| John DiPlacido        | Millcreek        | x              |               |
| David Rodgers         | North East       |                | x             |
| Glen Black            | Northwestern     |                | x             |
| Jennifer Gourley      | Union City       | x              |               |
| Eric Duda             | Wattsburg        | x              |               |

### **Meeting Minutes**

Motion to accept the minutes of the September 25, 2014 meeting, as presented

Moved for approval by Duda, with a second by Ogden

The motion is approved with an all “ayes” voice vote

### **Correspondence-None**

### **Financial Reports, Payments, and Invoices**

Motion to approve the following ECVTS Foundation Reports, Payments and Invoices through September 2014 as presented:

- ECVTS Foundation Statement of Activities – September 2014
- ECVTS Career Street Statement of Activities – September 2014
- ECVTS Foundation Statement of Financial Position – September 30, 2014
- ECVTS Foundation Checks and Invoices from September 25th to October 16th, 2014
- ECVTS Foundation Treasurer’s Report as of September 30, 2014

Moved for approval by Rial, with a second by Odgen

The motion is approved with an all “ayes” voice vote

(Copy of reports are filed with the official minutes)

Motion to approve the audited financial statements for June 30, 2014 for the ECVTS Foundation and the 2014 IRS Form 990

Moved for approval by Duda, with a second by Foyle

The motion is approved with an all “ayes” voice vote

### **Other Business**

Operations Manager Report

Finance Manager’s Report

Career Street Executive Director Report

(Copies of these reports are filed with the official minutes)

### **Other Information-None**

Next meeting is Tuesday, December 16, 2014

### **Adjournment**

Moved by Ogden, with a second by Duda to adjourn the meeting

Mr. Bucksbee, President, adjourned the meeting at 7:18 pm

Minutes prepared by,

Terri Birchard, Secretary  
Erie County Vocational Technical School Foundation