

Erie County
Foundation
Vocational-Technical School

8500 Oliver Road, Erie, PA 16509
Board of Directors
Meeting Minutes
August 22, 2019

Ms. Valerie Hartley, CPA and partner of Buseck Barger Bleil & Co, presented the Foundation's audited financial statements and IRS form 990 during the work session at 6:00 p.m.

Mr Buckbee, Chairman, called the meeting to order at 6:09 p.m.

Roll Call

Terri Birchard, Board Secretary, called the roll:

<u>Board members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
Scott Westcott	Fairview		x
John Ogden	Fort LeBoeuf	x	
Dennis Olesnanik	Girard	x	
James Bucksbee	General McLane	x	
Justin Gallagher	Harbor Creek	x	
Edward Rickrode	Iroquois	x	
John DiPlacido	Millcreek	x	
Corrie Boyd	North East	x	
Sam Ring	Northwestern	x	
Steven Gilbert	Union City		x
Dr. Bill Hallock	Wattsburg	x	

Meeting Minutes

Minutes of June 27, 2019

Motion to accept the minutes of the June 27, 2019 meeting as presented

Moved for approval by Ogden, with a second by Gallagher
The motion is approved with an all "ayes" voice vote

Correspondence – None

Treasurer Resignation – Ogden

Motion to approve Jon Ogden's resignation as Foundation Treasurer effective July 1, 2019

Moved for approval by Gallagher, with a second by Boyd
The motion is approved with an all "ayes" voice vote

Treasurer - Ring

Motion to approve Sam Ring as Foundation Treasurer to coincide with his appointment to serve as ECTS JOC Treasurer effective July 1, 2019

Moved for approval by Ogden, with a second by Rickrode
The motion is approved with an all “ayes” voice vote

Financial Reports, Payments, and Invoices

Presentation of the following business reports, payments, and invoices:

- ECVTS Foundation Statement of Activities – June and July 2019
- ECVTS Career Street Statement of Activities – June 2019
- ECVTS Foundation Statement of Financial Position – June 30 and July 31, 2019
- ECVTS Invoices Payable – August 2019
- ECVTS Foundation Checks and Invoices – June and July 2019
- ECVTS Foundation Treasurer’s Report – June 30 and July 31, 2019

Motion to approve the ECVTS Foundation Reports, Payments and Invoices as presented

Moved for approval by Rickrode with a second by Ogden
The motion is approved with an all “ayes” voice vote
(Copy of reports are filed with the official minutes)

Approval of Audit and IRS Form 990

Motion to approve the ECVTS Foundation June 30, 2019 audit and IRS Form 990 as presented

Moved for approval by Boyd with a second by Rickrode
The motion is approved with an all “ayes” voice vote

Signatures on Accounts

Motion to approve the James Bucksbee, Foundation President; Sam Ring, Foundation Treasurer; and Terri Birchard, Foundation Secretary/Business Manager as authorized signatures on the Foundation’s bank accounts

Moved for approval by Olesnanik with a second by Boyd
The motion is approved with an all “ayes” voice vote

Other Business

Operations Manager Report – no report
Finance Manager Report – no report
Career Street Executive Director Report
(Copies of these reports are filed with the official minutes)

Discussion was held about the Foundation meeting schedule. It was determined that the Foundation should not need to meet as frequently now that the Career Street program has been transitioned to GECAC.

Motion to hold four Foundation meetings annually, or at the Foundation President’s discretion on an as-needed basis

Moved for approval by Gallagher with a second by Ring
The motion is approved with an all “ayes” voice vote

It was noted that the Career Street program transition to GECAC was completed on schedule during the month of July.

Other Information

Next meeting is Tuesday, December 17, 2019 at 6:00 p.m.

Adjournment

Moved by Gallagher, with a second by Boyd to adjourn the meeting

Mr. Bucksbee, President, adjourned the meeting at 6:33 p.m.

Minutes prepared by,

Terri Birchard, Board Secretary
Erie County Vocational Technical School Foundation