

Mr. Bucksbee, President, called the meeting to order at 6:02 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
Dennis Olesnanik	Girard	x	
James Bucksbee	General McLane	x	
Bill Lutz	Harbor Creek	x	
Wade King	Iroquois	x	
John DiPlacido	Millcreek	x	
Andrew Fynan	North East	x	
Sam Ring	Northwestern		x
David Fox	Union City	x	
Eric Duda	Wattsburg	x	

Meeting Minutes

April 27, 2017 Meeting Minutes

Motion to accept the minutes of the April 27, 2017 meeting as presented

Moved for approval by Foyle, with a second by Lutz

The motion is approved with an "ayes" voice vote from all except Fynan who abstained based on his absence at the April 27th session

Correspondence

The board reviewed a thank you letter from the ECTS Scholarship Committee regarding its appreciation to the Foundation for its increased scholarship support

Financial Reports, Payments, and Invoices

The financial reports, payments, and invoices were presented by Terri Birchard, Finance Manager

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

- ECVTS Foundation Statement of Activities – April 2017
- ECVTS Career Street Statement of Activities – April 2017
- ECVTS Career Street Budget to Actual Activities Report – April 2017
- ECVTS Foundation Statement of Financial Position – April 30, 2017
- ECVTS Foundation Invoices Payable – May 2017
- ECVTS Foundation Checks – April 2017
- ECVTS Foundation Treasurer’s Report as of April 30, 2017

Moved for approval by Fox with a second by Lutz

The motion is approved with an all “ayes” voice vote
(Copy of reports are filed with the official minutes)

Other Business

Operations Manager Report

A proposal from Strategy Solutions to develop a business plan for Career Street was presented. The proposal detailed plans over a timeframe of 8 – 10 weeks to determine the viability and marketability of Career Street as a product. Preliminary considerations and a website RFP for Career Street were also discussed.

Additional discussions were held regarding certain items within the proposal from Strategy Solutions, such as amount per interview. These items may require additional clarification or an amended contract as the development plan unfolds. Funding sources for the project could potentially come from the unrestricted gift made by the Scott Electric Foundation.

Motion to approve the contract with Strategy Solutions up to \$5,200 for the business plan development proposal, with an amended contract required if costs will exceed \$5,200

Moved for approval by Lutz with a second by King

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

Finance Manager Report

Career Street Executive Director Report

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

Other Information - None

Next meeting is Thursday, June 22, 2017

Adjournment

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

Mr. Bucksbee, President, adjourned the meeting at 7:05 p.m.

Minutes prepared by,

Terri L. Birchard, Secretary
Erie County Vocational Technical School Foundation