

RECORD OF PROCEEDINGS

Minutes of the Educational Service Center of Central Ohio's Governing Board's Organizational and Special Meeting held on January 9, 2018 at the 2080 Citygate Drive, Columbus, Ohio.

OATH OF OFFICE FOR NEWLY ELECTED BOARD MEMBERS

Mr. Alan Hutchinson, Treasurer/CFO, administered the oath of office to newly elected Board Members, Mr. Edward Bischoff, Mrs. Joyce Galbraith, Mrs. Beth Glitt and Mr. W. Gregory Spencer

Call to Order: Meeting called to order at 12:36 p.m.

Roll Call:

Mr. Edward Bischoff	Present
Mrs. Joyce Galbraith	Present
Mrs. Beth Glitt	Present
Mrs. Robin Reid-Pleasnick	Absent
Mr. W. Gregory Spencer	Present

Staff Present:

- Dr. Thomas Goodney – Superintendent
- Mr. Alan Hutchinson – Treasurer/CFO
- Dr. George Tombaugh – Client Services Representative
- Mr. Christopher Essman – Board Consultant
- Ms. Elaine Organ – Administrative Assistant to the Superintendent

Treasurer/CFO Mr. David Varda
Candidates Mr. David Weaver
Present: Mr. Brian Wilson

Mr. Bischoff led the Pledge of Allegiance.

2.01 Nominations for Board President

Mr. W. Gregory Spencer was nominated by Mrs. Joyce Galbraith.

18-01.01 CLOSE NOMINATIONS FOR BOARD PRESIDENT

It was moved by Mrs. Galbraith and seconded by Mrs. Glitt the Educational Service Center of Central Ohio Governing Board to close the nominations for Board President.

Roll Call to Close Nominations: Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea; Mr. Bischoff, yea.
Motion passed.

Roll Call to Elect Mr. W. Gregory Spencer Board President: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.

2.04 Nominations for Board Vice President

Mrs. Beth Glitt was nominated by Mrs. Joyce Galbraith.

18-01.02 CLOSE NOMINATIONS FOR BOARD VICE PRESIDENT

It was moved by Mr. Bischoff and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board to close the nominations for Board Vice President.

Roll Call to Close Nominations: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.

Motion passed.

Roll Call to Elect Mrs. Beth Glitt Vice President: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.

18-01.03 APPROVE ADOPTION OF AGENDA

It was moved by Mr. Bischoff and seconded by Mrs. Glitt the Educational Service Center of Central Ohio Governing Board approve the adoption of the agenda of the January 9, 2018 Organizational Board Meeting.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.

Motion passed.

18-01.04 APPROVE ORGANIZATIONAL RESOLUTIONS PERTAINING TO THE SUPERINTENDENT, TREASURER/CFO, AND GOVERNING BOARD

It was moved by Mrs. Glitt and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board approve the following 2018 organizational resolutions pertaining to the Superintendent, Treasurer/CFO, and Governing Board.

Resolutions Pertaining to the Superintendent

1. Designate the Superintendent as the official purchasing agent for the Educational Service Center of Central Ohio for 2018.
2. Authorize the Superintendent to employ such temporary personnel and/or accept resignations as needed for emergency situations; such employment to be presented for approval at the next regular board meeting.
3. Authorize the Superintendent to sign agreements not exceeding one year in length, per Board Policy

Resolutions Pertaining to the Treasurer/CFO

1. Authorize the Treasurer/CFO to pay properly authorized bills within the limits of appropriations for merchandise/services that have been received in good condition and to report monthly to the Governing Board a summary of those bills paid.
2. Authorize the Treasurer/CFO to sign agreements not to exceed one year in length, per Board policy.
3. Authorize the Treasurer/CFO to receive, expend and account for State and Federal funds.

4. Adopt the following resolution authorizing the use of facsimile signatures:

WHEREAS, it is required by law that no monies of the Educational Service Center shall be disbursed by check unless signed by the Treasurer/CFO and no purchase order shall be issued without the signatures of the Treasurer/CFO and Superintendent of the Educational Service Center of Central Ohio, and

WHEREAS, the Office of the Auditor of State through H.B. 694 has approved the use of facsimile signature by the Treasurer/CFO impressed upon each check and the signatures of the Treasurer/CFO and Superintendent impressed upon each purchase order by a machine maintained in the custody of the Governing Board Business Services Center.

NOW, BE IT RESOLVED, that the facsimile signature of the Treasurer/CFO, appear upon all checks issued and that the facsimile signatures of the Treasurer/CFO, and Superintendent, appear upon all purchase orders issued by the Educational Service Center of Central Ohio in accordance with the provisions of the law.

5. Authorize the Treasurer/CFO to temporarily invest funds as allowed by law.
6. Authorize the Treasurer/CFO to make within fund transfers as may become necessary and report same on a regular basis to the Governing Board.
7. Authorize the Treasurer/CFO to establish a charge fund of \$750.00.
8. Establish a Records Commission for 2018 consisting of the Governing Board President, Superintendent and Treasurer/CFO with a meeting date in September, 2018.

Resolutions Pertaining to the Governing Board

1. Adopt the most recent edition of Robert's Rules of Order (Newly Revised) as the parliamentary authority governing the Governing Board in all cases which it is not inconsistent with statute, administration code, or the Governing Board's Bylaws.

2. Approve the establishment of a Board Service Fund as provided in ORC 3315.15 and recommend that the Governing Board set aside an amount of money from its General Fund to pay expenses of Board members incurred while they perform their duties. Said fund shall not exceed \$20,000.00.
3. Appoint the law firm of Bricker & Eckler, LLP to serve as the Governing Board's General Counsel for 2018, per Board Policy.
4. Authorize the Governing Board President, Treasurer/CFO and/or Superintendent to engage any appropriate legal counsel, as needed, and that the Board continue to use the firms of Vorys, Sater, Seymour & Pease LLP; Porter, Wright; Morris & Arthur, LLP; and Squires Patton Boggs for legal services.
5. Waive the reading of the previous meeting minutes provided that copies of the minutes have been distributed to the Governing Board at least two days prior to the date of the next succeeding meeting.
6. Appoint or reaffirm the appointment to various committees at the organizational meeting to be held at the earliest possible date in January each year:
Mr. Edward Bischoff appointed OSBA Legislative Liaison for 2018.
7. Governing Board members are eligible to purchase benefits under the Educational Service Center of Central Ohio for calendar year 2018. *[The Treasurer/CFO distributed declaration forms to members at the Governing Board meeting.]*

Vote to approve the 2018 organizational resolutions for Superintendent, Treasurer/CFO and Governing Board.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.
Motion passed.

18.01.05 ADJOURN 2018 ORGANIZATIONAL MEETING

It was moved by Mr. Bischoff and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board adjourn the 2018 organizational meeting and reconvene in special session.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.
Motion passed.

Mr. Spencer reconvened the meeting in special session.

Roll Call:

Mr. Edward Bischoff	Present
Mrs. Joyce Galbraith	Present
Mrs. Beth Glitt	Present
Mrs. Robin Reid-Pleasnick	Absent
Mr. W. Gregory Spencer	Present

18-01.06

APPROVE ADOPTION OF AGENDA

It was moved by Mr. Bischoff and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board approve the adoption of the agenda of the January 9, 2018 Special Board Meeting.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.
Motion passed.

18.01.07

ADJOURNMENT TO EXECUTIVE SESSION

It was moved by Mr. Bischoff and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board adjourn to Executive Session at 1:00 p.m. in accordance with ORC 121.22 to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official or the investigation of charges or complaints against a public employee, official, licensee, or regulated individual.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.

Motion passed.

RECONVENE IN OPEN SESSION

The Governing Board of the Educational Service Center of Central Ohio reconvened in open session at 5:07 p.m.

4.01/Upcoming Meetings / Events

January 12, 2018 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

February 23, 2018 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

March 23, 2018 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio


April 27, 2018 / 3 p.m.
Governing Board Regular Meeting / 2080 Citygate Drive, Columbus, Ohio

18-01.08

APPROVE ADJOURNMENT

It was moved by Mrs. Glitt and seconded by Mrs. Galbraith the Educational Service Center of Central Ohio Governing Board adjourn the meeting at 5:08 p.m.

Roll Call: Mr. Bischoff, yea; Mrs. Galbraith, yea; Mrs. Glitt, yea; Mr. Spencer, yea.
Motion passed.



W. Gregory Spencer
Governing Board President
Educational Service Center of Central Ohio

ATTEST:



Alan Hutchinson, Treasurer/CFO
Educational Service Center of Central Ohio