

**Auglaize County Educational Academy  
Organizational Board of Directors Meeting Minutes  
January 20, 2016**

\*Records Commission Meeting

**CALL TO ORDER** – President Pro-Tempore, Mrs. Keith Horner (Time: \_\_\_\_ AM)

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** -- Treasurer, Mrs. Kristy Weaks

Present - New Bremen – Mrs. Andrea Townsend, New Knoxville – Mrs. Kim Waterman, St. Marys – Mr. Shawn Brown, Wapakoneta – Mr. Keith Horner, Waynesfield-Goshen – Mr. J. Chris Pfister

Absent – Minster - Mrs. Brenda Boeke

**2016-001 APPROVAL OF AGENDA for January Organizational Meeting**

Motioned by Townsend, seconded by Horner, to adopt the organizational agenda as presented.

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfister.

Motion carried

**2016-002 ELECTION OF PRESIDENT**

Brown nominated Horner to be President of the Board.

Motioned by Brown, seconded by Townsend, to close nominations for President of the Board and proceed to vote.

The Treasurer calls the roll to determine those in favor of the nominee(s) for President of the Board. Each member will respond by stating the name of the preferred nominee.

**Roll Call:** Yes, Townsend

The President Pro Tempore declares the nominee who receives a majority vote elected as President of the Board and retains the chair to preside over the election of the Vice President of the Board.

**VI. ELECTION OF VICE PRESIDENT**

Horner nominated Waterman to be Vice President of the Board.

Motioned by Horner, seconded by Brown, to close nominations for Vice President of the Board and proceed to vote.

The Treasurer calls the roll to determine those in favor of the nominee(s) for Vice President of the Board. Each member will respond by stating the name of the preferred nominee.

**Roll Call:** Yes, Brown, Townsend, Horner, Waterman, Pfiester  
Motion carried

## **INSTALLMENT OF OFFICERS**

The Treasurer will administer the oath of office to the new President and Vice President who will then assume their duties.

“Do you solemnly swear that you will support the Constitution of the United States and the Constitution of the State of Ohio, and that you will perform faithfully the duty of President/Vice President of the Board of Directors of the Auglaize County Educational Academy?” If so answer, “I do”.

\_\_\_\_\_  
President – Keith Horner

\_\_\_\_\_  
Vice President – Kim Waterman

## **2016-002 PUBLIC RECORDS OFFICER**

Motioned by Brown, seconded by Horner, to appoint Kristy Weaks, Treasurer, as the board trained designee (called the “district records officer” (DRO)) dealing with public records policy on behalf of board members.

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfiester.  
Motion carried

## **2016-003 TIME, DATE AND LOCATION OF REGULAR MEETINGS**

Motioned by Pfiester, seconded by Waterman, that, pursuant to ORC §3313.15, to hold meetings in conjunction with the Auglaize County Superintendents’ meetings with the normal meeting time of the third Wednesday at 8:30 AM with locations to be announced on the following months:

January          March          May          August          October          December

All meeting dates, times and locations can be subject to change due to unforeseen circumstances. Current information will be available by calling ACE Academy at 419-738-4572.

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfiester.  
Motion carried

## **X. CONSENT CALENDAR**

Motioned by Horner, seconded by Brown, that all of the following items which appear in this portion of the agenda constitute the consent calendar and are hereby adopted by this one single motion; provided, however, that should any item included within this motion be declared by a court of competent jurisdiction to be void or illegal, all remaining items within this motion shall remain in full force and effect notwithstanding the status of the voided item.

**A. Robert's Rules of Order**

To adopt Robert's Rules of Order, Newly Revised, as the parliamentary procedure guidelines for meetings of the Board and of its committees.

**B. Reaffirm Policies**

To reaffirm that all Board policies in effect at the date of this meeting are continued in full force and effect unless modified by subsequent action of the Board, pursuant to ORC §3301-35-02.

**C. Permit Payment of Purchases**

To dispense with the adoption of individual, separate, monthly, or regular resolutions authorizing the purchase or sale of property (except real estate), the payment of debts or claims, and the salaries of the Superintendent, teachers or other employees; or approving warrants for the payment of any claim from school funds when provisions therefore are made in the annual appropriations resolution, pursuant to ORC §3313.18.

**D. Investment of Funds**

To authorize the Treasurer to invest interim funds not needed to meet current expenditures at the most productive interest rate, pursuant to ORC §135.14 and 135.142.

**E. Substitute Securities**

To authorize the Treasurer to request public depositories to substitute securities on a continuing basis, pursuant to ORC Chapter 135.

**F. Advisory Committees**

To authorize the continuance of the District Records Commission, as necessary, and to authorize the Board President or designee to make such adjustments in their membership as may be required to fill vacancies or to fulfill the obligations of the committee.

**G. Legal Counsel**

To authorize the Superintendent and Treasurer to utilize the services of the Auglaize County Prosecutor as legal counsel to the Board, pursuant to ORC §3313.171; and to authorize the Superintendent and Treasurer to secure necessary legal assistance as conditions require, pursuant to ORC §3309.10, 3313.35 and 3313.18.

**H. Dispense with Reading Board Minutes**

To waive the reading of the minutes of the Board, as authorized and governed by ORC §3313.26.

**I. Authority to File Applications for Projects**

To grant the Superintendent or designee authority to file applications for all projects considered desirable for the Auglaize County Educational Academy.

**J. Purchasing Agent**

To authorize the Superintendent as purchasing agent for the Board of Directors of the Auglaize County Educational Academy.

**K. Reporting to Sponsor Board**

To authorize the Superintendent as the reporting person to the sponsoring board, the Auglaize County Educational Service Center.

**L. Organizational Meeting**

Professional Meetings

To Permit the Superintendent and Treasurer to attend necessary local and state meetings within available appropriations, pursuant to ORC 3313.18

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfiester.

Motion carried

**2016-005      ADJOURNMENT**

Motioned by Pfiester, seconded by Waterman, to adjourn at 8:38 AM.

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfiester.

Motion carried

**Auglaize County Educational Academy  
Regular Board of Directors Meeting Minutes  
January 20, 2016**

**CALL TO ORDER REGULAR MEETING** – President, Keith Horner at 8:38 AM

**ROLL CALL** -- Treasurer, Mrs. Kristy Weaks

Present - New Bremen – Mrs. Andrea Townsend, New Knoxville – Mrs. Kim Waterman, St. Marys – Mr. Shawn Brown, Wapakoneta – Mr. Keith Horner, Waynesfield-Goshen – Mr. J. Chris Pfister

Absent - Minster – Mrs. Brenda Boeke

**2016-006      APPROVAL OF MINUTES**

Motioned by Waterman, seconded by Horner, to approve the minutes of the December 16, 2015 regular meeting.

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfister.  
Motion carried

**2016-007      APPROVAL OF AGENDA for January Regular meeting**

Motioned by Brown, seconded by Townsend, to adopt the regular January agenda as presented.

**Roll Call:** Yes, Townsend, Waterman, Brown, Horner, Pfister.  
Motion carried

**2016-008      REPORTS OF THE TREASURER**

Motioned by Horner, seconded by Waterman, to approve financial reports and the payment of bills as presented.

Minster – Brenda Boeke arrived 8:39 AM

**Roll Call:** Yes, Boeke, Townsend, Waterman, Brown, Horner, Pfister.  
Motion carried

**DISCUSSION**

AMBE Program

**2016-009      ADJOURNMENT**

Motioned by Pfister, seconded by Brown, to adjourn at 9:01 AM.

**Roll Call:** Yes, Boeke, Townsend, Waterman, Brown, Horner, Pfister.