



**Board of Trustees Meeting Minutes**  
**April 13, 2018**  
**Hampton: Warren, PA**

**Attendees:**

<b>Present</b>	<b>Phone</b>	<b>Absent</b>	<b>Guests</b>
Nancy Decker		Mary Bula	Gary Sawtelle
Andy Foyle			
Amanda Hetrick			
Robert Kaemmerer			
Hank LeMeur			
Kate Brock			
Greg Mahon			
Richard McDowell			
Douglas Morley			
Ed Pitchford			
Susan Snelick			
Kevin Sprong			
Dennis Wilke			
Mary Jo White			
Joseph Nairn			
Ray Pring			
Debra Teachman			
Duane Vicini			
Abigail Petrosky			

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action Items</b>
Call to Order	Board Chair Ms. Mary Jo White called the meeting to order at 9:01 a.m.	
March Minutes	Minutes for March 2018 were provided prior to the meeting.	Motion to approve the March minutes was made and carried. March minutes were approved as read.
Board Effect orientation	Mr. Ray Pring introduced Mr. Gary Sawtelle, Director of Information Technology, to speak briefly about Board Effect, the web-based program that will be used for the Board of Trustees and meeting updates.	



Governance, Finance and Policies Report	<p><u>Financials</u>: Mr. Pring presented the standard budget report.</p> <p><u>Policies</u>: A need to formalize an ad hoc committee for policy was identified. Stated that the Finance and Audit committee will review the necessary financial policies, but it will be necessary to create an ad hoc committee for the remainder of the policies.</p> <p><u>Website</u> – In the works at 95% of phase 1. Within the next week or two weeks it should be up and active, phase two is more in-depth.</p>	Assign members to a policy ad hoc committee.
Executive/Legislative Affairs	<u>Harrisburg update</u> : No report.	
Board Development	Evaluation of President draft submitted to the Executive Board Committee to review.	
Presidents Report	Report submitted and attached.  Jackets are being purchased with our logo.	Email Abbi with your size if you are interested in a jacket.
VPASA Report	Report attached.	
Report of the Project Executive	Everything is moving forward well. Looking forward to an exciting summer and fall.	
<b><i>New Business</i></b>	<p>Anniversary of the College coming up in May.</p> <p>There are plans to have a Presidential Inauguration in conjunction with the Grand Opening of new facility in the fall.</p> <p>Plans still on track for moving into new facility.</p>	<p>Discuss options for anniversary celebration.</p> <p>Begin planning for Grand Opening and President's inauguration.</p>
<b><i>Good of the order</i></b>	Next meeting on 5/11/18 at the Conewango Club in Warren.	
<b><i>Adjourn</i></b>	The Chair adjourned the meeting at 9:50.	Motion made and carried.

Respectfully submitted:

*Abigail Petrosky*