



**Board of Trustees Meeting Minutes
March 9, 2018
Conewango Club: Warren, PA**

Attendees:

Present

Mary Jo White
Dick McDowell
Rob Kaemmerer
Greg Mahon
Amanda Hetrick
Doug Morley
Ed Pitchford
Joseph Nairn
Ray Pring
Debra Teachman
Lori McNeal

Phone

Kate Brock
Mary Bula
Nancy Decker
Andy Foyle
Hank LeMeur
Susie Snelick
Kevin Sprong
Dennis Wilke

Absent

Duane Vicini

Guests

Mindy Saunders
Aldo Jackson

Agenda Item	Discussion	Action Items
Call to Order	Vice-Chair Ed Pitchford called the meeting to order at 10:05 a.m.	
February Minutes	<p>Minutes for February 2018 were provided prior to the meeting.</p> <p>Motion to approve the February minutes was made and all approved. Motion carried.</p>	Correction to the spelling of Rob Kaemmerer's name.
Governance, Finance and Policies Report	<p><u>Financials</u>: Mr. Pring presented the financial statements.</p> <p><u>Policies</u>: Mr. Pring discussed the need to create an Ad Hoc policy committee to assist with creating policies. A need was also discussed for two sub-committee's for HR policies and Academic Policies.</p> <p><u>Board Portal & Tech</u>: Mr. Pring reported that Gary Sawtelle will be working on portal options for the board to access documents.</p> <p><u>Staffing</u>: Dr. Teachman introduced Mindy Saunders, Dean of Curriculum and Instruction, Gary Sawtelle, Director of IT, and 5 Student Success Specialists starting 3/12/18. Abigail Petrosky will begin 3/21/18 as Assistant to President.</p>	<p>Update and distribute the current committee assignments.</p> <p>Assign members to the Ad Hoc committee. (Mary Jo White)</p>



	<u>PNC update:</u> Mr. Pring informed us that the closing for the new office space was to take place today.	
Executive/Legislative Affairs	<u>Harrisburg update:</u> Trustee Mahan reported the State Board of Education meets next week.	No Action Needed
Board Development	Board Retreat: The Board Retreat will be held on 4/13/18.	Please RSVP to Lori McNeal if you will be coming in Thursday, 4/12/18.
Report of the Project Executive	None Presented	No Action Needed
Presidents Report	Web: Mr. Pring reported that We Create will be complete with phase 1 the end of April.	
VPASA Report	Dr. Teachman the VPASA Report. Trustee Pitchford commented that it's exciting to see a path to success and commends everyone on their hard work.	No action needed.
<i>New Business</i>	Resolution to make ECUA the NPRC Foundation.	
<i>Good of the order</i>	Next meeting – Board Retreat on 4/13/18 at the Hampton Inn in Warren, PA.	
<i>Adjourn</i>	The Chair adjourned the meeting at 11:57.	

Respectfully submitted:

Lori McNeal