

# Rural Regional College of Northern Pennsylvania Meeting Minutes

Friday, November 10, 2017  
Conewango Club, Warren  
10:00am

## **Trustees Present:**

Mary Jo White, Chairperson  
Ed Pitchford, Vice-Chairperson (Phone)  
Kate Brock, Secretary  
Mary Bula (Phone)  
Amanda Hetrick  
Rob Kaemmerer  
Greg Mahon (Phone)  
Dick McDowell  
Hank LeMeur  
Lou Radkowski (Phone)  
Nancy Decker  
Dennis Wilke (Phone)  
Susie Snelick (Phone)

## **Project Executive:**

Duane Vicini

## **Administration:**

Dr. Joseph Nairn, President  
Debra Teachman, VPASA  
Raymond Pring, Esq.  
Jennifer Cummings

## **Guests:**

Justin Zelman, Auditor  
Brad Cook, Red House  
Will Barnes, Red House

## **Trustees Excused:**

Doug Morley

## **Call to Order**

Chairperson, Mary Jo White, called the meeting to order at 10:15 a.m.

The minutes from the October 13, 2017 meeting were distributed prior to the meeting for review. It was noted that Laufflin needed to be spelled Laughlin. Correction noted.

*Secretary Brock made a motion to approve the minutes with the correction noted; Trustee Hetrick seconded the motion. All were in favor and the motion carried.*

## **Financial Reports**

Mr. Pring presented the financial materials to the board. Mr. Pring also presented the staff hiring plan.

Ray Pring introduced Mr. Justin Zelman from the auditing firm of Sharkey, Piccirillo and Keen, LLP to present the I-990 materials.

*Vice Chairperson Pitchford made a motion to approve and submit the report with minor non-substantive changes being acknowledged; Trustee Decker seconded the motion. All were in favor and the motion carried.*

Mr. Pring proceeded to note that he had been continuing to work on insurance benefits. Mr. Pring indicated that he submitted all the materials to the Finance Committee at this time..

### **Update on South Street Project**

Duane Vicini announced that the South Street project. is no longer viable. He indicated that the Executive Staff have toured several alternatives including: Allegheny Point, PNC Bank building and the Allegheny Valley school building.

Mr. Vicini indicated that the intent is to stay in Warren at this time.

### **Executive Committee/Legislative Affairs**

Legislative Update: Mr. Greg Mahon reported that the bills are moving forward and all have passed with the Governor signing everything.

Harrisburg Meetings Update: Ms. White informed the board that she and Dr. Nairn attended the State Dinner in Harrisburg.

### **Nomination and Board Development**

Vice Chairperson Pitchford indicated that the committee met for the second time. The group identified that there were two vacancies that needed to be filled. The committee recommends Kevin Sprong and Andy Foyle to be approached to become representatives. Vice Chairperson Pitchford indicated that new board members will be voted on in the December meeting.

### **Marketing Firm Presentation**

Red House representatives Mr. Brad Cook and Mr. Will Barnes presented material to the board.

### **President's Report**

Dr. Joseph Nairn's materials were included in the packet and were covered contextually through and during the course of the meeting and thus no formal or additional discussion was held.

### **VPASA Report**

Dr. Debra Teachman reported that in conjunction with Penn Tech the RRC will be offering three non-credit courses this spring in the following areas: Blue Print Reading, Industrial Math, and Intro to Geometric Dimensioning and Tolerancing.

### **Report of the Project Executive**

Mr. Duane Vicini, at the request of Dr. Nairn, read the resolution brought forth by the ECUA in reference to the transference of technology possession to the RRC with a request for the Board to accept the resolution.

*Trustee Hetrick made a motion to accept the ECUA resolution. Secretary Brock seconded the motion. All were in favor and the motion carried.*

**Adjournment and Next Meeting**

Chairperson White motioned to adjourn. Secretary Brock seconded the motion. The meeting adjourned at 1:00 p.m. The next meeting will take place on Friday, December 15, 2017 at 10:00 a.m., at the Conewango Club, Warren.

*Minutes by Jennifer Cummings, Administrative Assistant to the President*