

LICKING AREA COMPUTER ASSOCIATION

Minutes of the meeting of the Licking Area Computer Association combined Superintendent/Treasurer Governing Board held August 14, 1997, convening at 9:00 a.m.

The following members answered present to the roll call: Valerie Bailey, Ken Bagent, Rick Evans, Bob Heigle, Terry Kopchak, Bill Mann, Gary Reed, Gary Smetzer, Dale McVey and Sandra Mercer. John Millisor, Dick Murray, Tom SLater, and Raj Chopra were not able to attend. Brad Hall, Steve Crotzer, Shirley Dupps, Carol Reed, Ellen Towner, Vicki Oyer, Pat Horner, Joanne Little, Jack McDonald, Charlotte Porter and Ginny Ramsey were also present for the meeting.

Introductions were made for all present and included Scott Tate, LACA's Network Coordinator.

- 98-001 It was moved by Gary Smetzer and seconded by Bob Heigle to approve the minutes of the May 8, 1997, meeting. Vote: Smetzer, aye; Heigle, aye; Bailey, aye; Bagent, aye; Evans, aye; Kopchak, aye; Mann, aye; Reed, aye; McVey, aye.

- 98-002 Financial reports for the months of April, May, and June were distributed to each Governing Board member. The financial status of LACA was reported by Shirley Dupps, the fiscal agent Treasurer, as of June 30, 1997, with a cash balance of \$390,774.19. After further discussion, it was moved by Gary Reed and seconded by Terry Kopchak to approve the financial reports as presented. Vote: Reed, aye; Kopchak, aye; Bailey, aye; Bagent, aye; Evans, aye; Heigle, aye; Mann, aye; Smetzer, aye; McVey, aye. Sandra Mercer presented an updated 5-year projection and INFOhio budget. Each Governing Board member also received a copy of LACA's cash history from June 30, 1990, through June 30, 1997.

- 98-003 Sandra Mercer reported that a facilities committee met prior to the Governing Board meeting to begin discussion of LACA's current and future facility needs as recommended at a previous Governing Board meeting. The committee will continue to gather information and provide feedback to the Governing Board in the future. Immediate facility needs included the replacement of the current computer room air conditioner. Gary Smetzer moved and Bob Heigle seconded to approve equipment and facility budget increases for purchase and installation of a computer room air conditioner not to exceed \$14,000. Vote: Smetzer, aye; Heigle, aye; Bailey, aye; Bagent, aye; Evans, aye; Kopchak, aye; Mann, aye; Reed, aye; McVey, aye.

- 98-004 The personnel committee report included the motion by Bill Mann to employ Scott Tate as Network Coordinator for a one year contract through June 30, 1998, at a daily rate based upon an annual salary of \$34,373.00 with full benefits as referenced in the LACA policy manual. Rick Evans seconded the motion. Vote: Mann, aye; Evans, aye; Bailey, aye; Bagent, aye; Heigle, aye; Kopchak, aye; Reed, aye; Smetzer, aye; McVey, aye.

- 98-005 Contract issues included the need for LACA to change SIS billing from building ADM to grade level ADM. Recent school building changes resulted in inaccurate fees being assessed. Gary Reed moved and Dale McVey seconded for SIS billing to be calculated on grade level. Vote: Reed, aye; McVey, aye; Bailey, aye; Bagent, aye; Evans, aye; Heigle, aye; Kopchak, aye; Mann, aye; Smetzer, aye. Other items included the notice that LACA currently does not include ESC preschool

gb-19970814-min

98-006 students in any ADM billing, and the notice that the Library service will be billed to districts currently taking advantage of the services. Sandra Mercer also presented an overview of LACA's short and long range planning issues and included a detailed proposal for a tiered network support fee. After discussion, Bill Mann moved and Valerie Bailey seconded for LACA to pilot the tiered network support fee for FY98. Vote: Mann, aye; Bailey, aye; Bagent, aye; Evans, aye; Heigle, aye; Kopchak, aye; Reed, aye; Smetzer, aye; McVey, aye. The LACA Director will also propose solutions at a future meeting to address budget needs and increasing costs on a yearly basis.

The MCOECN update included information on a recent MCOECN/OILTS agreement for DASites to help schools on SchoolNet wiring issues, the notice that the state budget has included monies to purchase a statewide student services software package that should be ready to pilot after the first of the year, the distribution of FCC E-Rate information and the notice that Peer Reviews will again be conducted.

Unfinished business included the distribution and yearly review of LACA's Data Security Policies and Procedures and the distribution of LACA's pager number and reminder for districts to use this contact method during staff training on Monday's from 2:00-5:00 p.m. Shirley Dupps stated that all districts should be receiving copies of LACA's audit which included only 2 minor management recommendations.

New business included the notice that the next Governing Board meeting is scheduled for October 9, 1997.

98-007 It was moved by Ken Bagent and seconded by Gary Smetzer to adjourn the meeting at 10:00 a.m.

Reported by,

Sandra Mercer  
LACA Director