MEETING MINUTES OF THE CATEC CENTER BOARD

May 16, 2017

At 5:04 p.m., Mr. Dave Oberg called to order the meeting of the CATEC Center Board.

BOARD MEMBERS PRESENT: Mrs. Pam Moynihan, Mr. David Oberg, Mr. Juandiego Wade, Mr. Ned Michie, Mrs. Leah Puryear, and Mr. Steve Koleszar (arrived at 5:06).

BOARD MEMBERS ABSENT:

STAFF MEMBERS PRESENT: Dr. Daphne Keiser, Strategic Planning Officer; Mrs. Deborah Gannon, Assistant Principal; Mr. Bruce Bosselman, Adult Education Coordinator; and Ms. Leslie Chisholm, Clerk.

OTHERS PRESENT: Dr. Rosa Atkins, Charlottesville City Superintendent; Dr. Pam Moran, Albemarle County Superintendent; Mr. Madison Cummings, CATEC Foundation Board member; and Mr. Scott Puccio, Pharmacy Tech instructor.

AGENDA ITEM 17-21 AGENDA

Mrs. Puryear offered a motion to approve the agenda. Mr. Wade seconded it and the motion passed with Mr. Koleszar absent.

AGENDA ITEM 17-22 MINUTES

Mr. Wade offered a motion to approve the Center Board minutes for March 21, 2017. Mrs. Moynihan seconded the motion. The motion passed with Mr. Koleszar absent and Mrs. Puryear abstaining. (She was not at the 3/21/2017 meeting.)

AGENDA ITEM: 17-23 APPROVAL OF FINANCIAL STATUS

Mr. Wade offered a motion to approve the financial status and Mrs. Puryear seconded the motion. The motion passed unanimously. Mr. Michie stated that he appreciated the new report with the expenditures.

AGENDA ITEM: 17-24 PHARMACY TECH PROGRAM PRESENTATION

Mr. Scott Puccio, the Pharmacy Tech instructor, presented information about his program. Topics he covered included his background, a detailed overall view of the program, and his goals for the class. Mr. Puccio gave some career data about pharmacies in the area and his work with PVCC to build both programs and align the competencies. In addition, he provided information about the National Certification exams and the career paths that students, including some of his former students, could follow; this program opens up a lot of medical career possibilities.

AGENDA ITEM: 17-25 LOCAL PLAN

Dr. Keiser explained what the Perkins Plan is and the funding that is allocated to CATEC from
Charlottesville City and Albemarle County. She reviewed the highlights for this year and the professional development that is planned for the future. Mr. Michie offered a motion to approve the Local Plan and Mrs. Puryear seconded the motion. It passed unanimously.

AGENDA ITEM: 17-26 FOUNDATION BYLAWS

Dr. Keiser stated that the Foundation Board reviewed and discussed the Foundation bylaws this past spring. The Foundation Board would like to make a recommendation that the Center Board adopt the bylaws. The Foundation Board will periodically review the bylaws and notify the Center Board of changes; they will review the bylaws again in August 2017. There was a great deal of discussion about the process, including the Center Board’s role, and the revisions that were proposed. Mr. Koleszar offered a motion to refer the suggested changes to the Foundation Board for their review. Mrs. Puryear seconded the motion and it passed unanimously.

AGENDA ITEM: 17-27 ENROLLMENT

Mr. Koleszar offered a motion to move the topic of enrollment to the Joint Board meeting. Mr. Michie seconded the motion and it passed unanimously.

AGENDA ITEM: 17-28 CLOSED SESSION

Mr. Wade offered a motion that the CATEC Center Board go into a closed meeting as authorized by the Virginia Freedom of Information Act, section 2.2-3711(A) of the Code of Virginia, under Subsection (1) for the purpose of discussing personnel. Mr. Koleszar seconded the motion and the motion passed unanimously.

Certify Closed Meeting

Mr. Wade offered a motion that the Board certify that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered. Mr. Koleszar seconded the motion and roll was called:

AYES: Mr. Koleszar, Mr. Michie, Mrs. Moynihan, Mr. Oberg, Mrs. Puryear, and Mr. Wade.
NAYS:
ABSENT:
The motion carried by a 6:0:0 vote.

Mr. Wade offered a motion that the Board accept the resignations and approve the suggested salaries listed. Mrs. Puryear seconded the motion and it passed unanimously.

AGENDA ITEM: 17-29 OTHER BUSINESS

There was no other business.
ADJOURNMENT

There was no motion to adjourn; the Joint Board meeting began at this point.

Chair

10/17/2017

Date

Clerk

10/26/2017

Date