

MINUTES  
GEAUGA COUNTY EDUCATIONAL SERVICE CENTER  
ORGANIZATIONAL MEETING  
JANUARY 17, 2012 7:00 P.M.

Oath of Office subscribed to and sworn to by Mr. Kenneth Burnett. Oath of Office for Mrs. Bonnie Cavanaugh subscribed to and sworn to on December 31, 2011.

The Geauga County Educational Service Center met on January 17, 2012, for the purpose of conducting their 2012 Organizational Meeting. Members present were: Mrs. Koster, Mrs. Cavanaugh, Mr. Battles, Mr. Gilson and Mr. Burnett.

Mr. Burnett, President Pro-Tem, called the meeting to order.

MOTION:

Mr. Gilson moved and Mr. Battles seconded the motion to nominate Mr. Burnett as President of the Geauga County Educational Service Center for 2012. Vote: Unanimous approval. Motion carried.

MOTION:

Mrs. Koster moved and Mr. Gilson seconded the motion to close nominations for President of the Geauga County Educational Service Center for 2012. Vote: Mrs. Koster, yes; Mr. Gilson, yes; Mrs. Cavanaugh, yes; Mr. Battles, yes; and Mr. Burnett, yes. Motion carried.

MOTION:

Mr. Gilson moved and Mr. Battles seconded the motion to appoint Mr. Burnett as President of the Geauga County Educational Service Center for 2012. Vote: Mr. Gilson, yes; Mr. Battles, yes; Mrs. Cavanaugh, yes; Mrs. Koster, yes; and Mr. Burnett, yes. Motion carried.

Discussion was held on purchasing a position bond for the President and/or board members of the Geauga County Educational Service Center. Mrs. Petersen will research and inform the board at the next meeting.

MOTION:

Mr. Gilson moved and Mrs. Koster seconded the motion to nominate Mr. Battles as Vice-President of the Geauga County Educational Service Center for 2012. Vote: Unanimous approval. Motion carried.

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**MOTION:**

Mrs. Koster moved and Mr. Gilson seconded the motion to close nominations for Vice-President of the Geauga County Educational Service Center for 2012. Vote: Mrs. Koster, yes; Mr. Gilson, yes; Mrs. Cavanaugh, yes; Mr. Battles, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Gilson moved and Mrs. Koster seconded the motion to appoint Mr. Battles as Vice-President of the Geauga County Educational Service Center for 2012. Vote: Mr. Gilson, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Battles, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Battles moved and Mrs. Koster seconded the motion to establish date, time and place for regular monthly board meetings:

Date: Third Tuesday of each month.

Time: 7:00 P.M.

Place: 470 Center St., Bldg. 2, Chardon, Ohio 44024

No maximum number of special and regular board meetings to be set.

Vote: Mr. Battles, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Gilson, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mrs. Koster moved and Mr. Battles seconded the motion to authorize board member compensation at the maximum allowed by law - \$125.00 per meeting per member. Vote: Mrs. Koster, yes; Mr. Battles, yes; Mrs. Cavanaugh, yes; Mr. Gilson and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Gilson moved and Mrs. Koster seconded the motion to establish the Board Service fund in the amount of \$20,000.00 for calendar year 2012 as prescribed by the Ohio Revised Code 3315.15. Vote: Mr. Gilson, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Battles, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mrs. Koster moved and Mr. Battles seconded the motion to approve membership in OSBA as listed below:

- a) Annual Membership Dues - \$2,784.00
- b) Briefcase Subscription - \$125.00
- c) School Management News Subscription - \$185.00
- d) Legal Assistance Fund - \$250.00

Vote: Mrs. Koster, yes; Mr. Battles, yes; Mrs. Cavanaugh, yes; Mr. Gilson, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mrs. Koster moved and Mr. Gilson approved the appointment of Mrs. Cavanaugh as the 2012 OSBA Legislative Liaison. Vote: Mrs. Koster, yes; Mr. Gilson, yes; Mrs. Cavanaugh, yes; Mr. Battles, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Battles moved and Mrs. Koster seconded the motion authorizing the Superintendent or Treasurer to accept all donations to the Geauga County Educational Service Center on behalf of the Board of Education. Vote: Mr. Battles, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Gilson, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Gilson moved and Mr. Battles seconded the motion to authorize the Treasurer to make fund to fund advances, advance returns and transfers as needed throughout the year with Board approval as part of the financial reports at the next regular board meeting. Vote: Mr. Gilson, yes; Mr. Battles, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mrs. Koster moved and Mr. Battles seconded the motion to authorize the treasurer to sign all checks drawn on back accounts of the Geauga County Educational Service Center as prescribed by the Ohio Revised Code 3313.08 and to pay all invoices within limits of the appropriations as prescribed by the Ohio Revised Code 3313.18. Vote: Mrs. Koster, yes; Mr. Battles, yes; Mrs. Cavanaugh, yes; Mr. Gilson, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Battles moved and Mrs. Koster seconded the motion to authorize the Treasurer to invest interim and inactive funds in permissible investments as prescribed by the Ohio Revised Code 135.07; 135.14; 135.13; and 3313.05. Vote: Mr. Battles, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Gilson, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Battles moved and Mrs. Koster seconded the motion authorizing the Superintendent, during periods when this Board is not in session, the Supt. may make offers of employment directly to candidates for either teaching or non-teaching positions on behalf of this board, subject to a vote of approval by this board, provided however, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer. Vote: Mr. Battles, yes; Mrs. Koster, yes; Mrs. Cavanaugh, yes; Mr. Gilson, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Gilson moved and Mrs. Cavanaugh seconded the motion to authorize the Superintendent, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to approval by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance. Vote: Mr. Gilson, yes; Mrs. Cavanaugh, yes; Mrs. Koster, yes; Mr. Battles, yes; and Mr. Burnett, yes. Motion carried.

**MOTION:**

Mr. Battles moved and Mrs. Cavanaugh seconded the motion to adjourn the 2012 Organizational Meeting at 7:20 p.m. Vote: Unanimous approval. Motion carried.