

**Anderson School Districts One and Two
Career and Technology Center
Board Minutes
October 25, 2018**

The meeting was called to order at 11:30 a.m. on Thursday October 25, 2018 by Mr. Greg Tysl, Chairman. Board members present were: Mr. Greg Tysl, Mr. Phil Ashley, and Ms. Nancy Upton.

Administration present were: Ms. Hollie Harrell, Director of The Anderson One and Two Career and Technology Center, Ms. Jenny McAlister, Business Manager, Dr. Richard Rosenberger, Superintendent of Anderson District Two, Mr. Robbie Binnicker, Superintendent of Anderson District One,

The minutes of the May 17 meeting were reviewed. No changes were noted and all voted in favor to approve the minutes.

Mr. Ken Meadows of Green Finney LLP presented the ACTC 2017-18 audit report. Highlights include the Center receiving an unmodified opinion which is the best the Center can receive. He also noted that the Center was in a strong financial position as of June 30, 2018.

Ms. McAlister presented the local financial report to date and reports no concerning variances to budget. She noted that an unexpected phone lease line was added to expenses due to upgrades needed after Windows 10 server upgrades. This will amount to around \$4300 in unbudgeted expense for 18-19 fy. Ms. McAlister also reported that the Oct 2018 tax levy for ACTC is 17 mils as determined by the county auditor's office.

Ms. McAlister presented the annual fund balance report. After June 30, 2018 audit, \$130,679 was available for board appropriation. This amount is the total in unassigned fund balance over the amount required by the Center's fund balance policy. Ms. Harrell requested that all of this be designated for future capital expansion. Ms. Upton made a motion to designate \$130,679 to the capital fund balance. Mr. Ashley seconded and all voted in favor.

Ms. Harrell presented the 2018-19 enrollment data and made comparisons to past enrollment figures. Current unduplicated enrollment is 1,978.

Ms. Harrell reported that the new Computer Services instructor was doing very well and waiting on certification paperwork to be accepted soon. Mr. Ashley motioned that Seth Pruitt be approved for full-time instructor pending certification. Ms. Upton seconded. All voted in favor.

Mr. Tysl nominated Phil Ashley as new chairman of the ACTC Board for 18-19 fiscal year. Ms. Upton seconded. All voted in favor. Mr. Ashley nominated Nancy Upton for the position of vice chair. Mr. Tysl seconded. All voted in favor.

The next scheduled meetings are January 31st and May 16th.

Ms. Upton motioned for meeting to adjourn. Mr. Ashley seconded. All voted in favor.

Meeting adjourned at 12:20pm.