

**Anderson School Districts One and Two
Career and Technology Center
Board Minutes
October 26, 2023**

The meeting was called to order at 11:35 a.m. on Thursday, October 26 by Mr. Phil Ashley, Chairman. Board members present were: Mr. Jimmy Ouzts, Mr. Phil Ashley, Ms. Wendy Burgess, and Ms. Nancy Upton.

Administration present were: Ms. Hollie Harrell, Director of The Anderson One and Two Career and Technology Center, Ms. Jenny Gilbert, Business Director, Mr. Jason Johns, Superintendent of Anderson District Two, Mr. Robbie Binnicker, Superintendent of Anderson District One.

Ms. Erika Scott, BioMed instructor, was present as well as Mr. Ken Meadows and Ms. Sharon Hancock from Greene Finney Cauley, LLP.

The minutes of the June 1, 2023 meeting were reviewed. No changes were noted and all voted in favor to approve the minutes.

Mr. Ken Meadows of Green Finney Cauley, LLP presented the ACTC 2022-23 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, 2023. Board presentation highlights are attached to the minutes.

Ms. Gilbert presented the local financial report to date and reports no concerning variances to budget.

Ms. Gilbert presented the annual fund balance report. After the June 30, 2023 audit, \$1,561,275 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 this be designated to the capital projects fund balance. Ms. Harrell presented her concerns to the Board about future parking space shortages and her plans to start preparing to build more parking spaces to allow for continued increases in student numbers. Ms. Upton motioned that the Board appropriate funds as requested by Ms. Harrell. Mr. Ouzts seconded. All voted in favor. The audited June 30, 2023 balance of this fund was \$898,221. The additional funds will bring this balance to \$2,459,496.

Ms. Harrell reported on progress on the Maintenance/IT facility. Inspections will take place near the end of November with plans to be in the building before Winter Break. She also reported that plans to start the Barn project are on hold until it can be determined that all water/drainage issues in that area are resolved. The Barn project is financed in part with Penny Sales Tax funds supplied by the two districts.

Ms. Harrell reminded the Board that we will be celebrating ACTC's 50th anniversary this year and will hold an open house on January 25 from 4pm to 7pm for the general public.

Ms. Upton motioned that the Board go into executive session. Ms. Burgess seconded. All voted in favor. No action was taken in the session.

Ms. Upton voted to renew Ms. Harrell's Director contract for 2024. Mr. Ouzts seconded. All voted in favor. Ms. Upton motioned for the meeting to adjourn. Mr. Ouzts seconded. All voted in favor. Meeting adjourned at 12:20 p.m.

The next Board meeting is planned for February 22, 2024.

Board meeting attachment: Auditor's Board presentation