

BOARD ORGANIZATIONAL MEETING MINUTES

January 14, 2021

5:30 PM

I. CALL TO ORDER

Michael Norman, President

II. ROLL CALL ATTENDANCE

Board Members

Michael Norman; President, Ben Whitacre; Vice-President, Diana White; Secretary, Robert Beitzel, Tony Coury, Steve Haren, Drew Hansen,

Leadership Team

Kellie Brown, Brent Brannon, Chanda Busse, Keely Kirkbride, Stephanie Neuhart, Christine Ross, Melinda Russell, Jordon Searls

Guests: Cole Ryan, APG Architects, LLC.

III. OATH OF OFFICE

Robert Beitzel and Michael Norman, who are eligible for re-appointment, received the board member oath of office by MCBDD Christine Ross, Administrative Assistant. All board members re-affirmed the oath.

On January 6, 32021, Tony Coury, newly appointed board member, received the board member oath of office by Christine Ross, MCBDD Administrative Assistant, during New Board Member Orientation.

IV. DESIGNATION OF ORGANIZATIONAL MEETING TEMPORARY PRESIDENT:

The MCBDD Board Members elected Whitacre as *Temporary President* of the Organizational meeting held on January 14, 2021. A motion to approve the election of *Temporary President* was made by Beitzel and seconded by Haren. Motion passed with all in favor.

V. APPOINTMENT OF FISCAL OFFICER

A recommendation for approval to appoint Kellie Brown, Superintendent, as Fiscal Authority of the MCBDD Program who can approve expenditures up to \$25,000 without seeking board approval. A motion to approve Kellie Brown as Fiscal Authority was made by Beitzel and seconded by Haren. Motion passed with all in favor.

VI. ELECTION OF OFFICERS

The MCBDD board members recommended a slate of officers for 2021: Norman for President, Whitacre for Vice President, and White for Secretary. A motion to approve the nominations was made by Beitzel and seconded by Haren. Motion passed with all in favor.

VII. PASSING OF THE CHAIR RESPONSIBILITY FROM THE TEMPORARY PRESIDENT TO BE ELECTED BOARD PRESIDENT:

Whereupon, the Temporary President, Whitacre, declares that the officers of Board for calendar year 2021 are as follows:

Norman elected President
Whitacre elected Vice-President
White elected Secretary

VIII. APPOINTMENT OF ETHICS COMMITTEE

Three members of the board appointed to Ethics Council: Beitzel, Haren and Coury. President of the Ethics Council Committee will be elected at February Ethics meeting.

IX. DUE PROCESS COMMITTEE

Two members of the board appointed to the Due Process Committee: Beitzel and Haren.

X. ESTABLISHMENT OF 2021 REGULAR MONTHLY MEETING TIMES, DATES AND PLACE

Board members discussed and finalized a meeting schedule for approval. A motion to approve a board meeting date of the 2nd Thursday of every month at 5:30 pm with no meetings in July or December, at 1304 Newark Road, Zanesville, Ohio 43701 was made by Hansen and seconded by Haren. Motion passed with all in favor.

XI. ADOPTION OF RULES OF ORDER AS PARLIAMENTARY GUIDE FOR CONDUCTING BOARD MEETINGS

A motion to adopt "Robert's Rules of Order, Newly Revised 11th Edition, by Henry M. Robert III. Daniel H. Honemann and Thomas J. Balch with the assistance of Daniel E. Seibold and Shmuel Gerber, to be used as the parliamentary guide for conducting Board Meetings was made by Beitzel and seconded by White. Motion passed with all in favor.

XII. BOARD POLICIES

A motion to approve the annual review conducted by the Superintendent and Administrative Staff, the following Board Policies are found to be in substantial compliance with Statute and Rule and that the Board approves the recommendation of the Superintendent to accept the following approved policies, as written, without any changes or revisions was made by White and seconded by Haren. Motion passed with all in favor.

XIII. BOARD MEMBER ETHICAL DECLARATIONS

Board members reviewed and signed board member Ethical Declarations. Declarations were received from Beitzel, Coury, Hansen, Haren, Norman, Whitacre and White.

XIV. MOTION TO ADJOURN

A motion to adjourn the Organizational Meeting was made by Haren and seconded by Beitzel. Motion passed with all in favor.

Mick R

MCBDD Board President

Diana White

MCBDD Board Secretary

