EDUCATIONAL INFORMATION AND RESOURCE CENTER
Minutes of the Board Meeting
February 9, 2016
10:00 a.m.

The Board of Directors of the Educational Information and Resource Center held their regular meeting on Tuesday, February 9, 2016, at 10:00 a.m. at EIRC.

Those in attendance were:

Rena Alpert	John Deserable	Linda Martins	Robert Wooton
Holly Bush	Charles Highsmith	David Piccirillo	
Renee Candelori	Jack Hill	Grace Romeo	
Thomas Coleman	Charles M. Ivory	Judy Varallo	
Diane Cummins	Frank Jankowski	Karen Wolf	

A quorum was declared by Robert Wooton, Board Chairperson.

I. REGULAR BUSINESS

1. Call to Order/Flag Salute – Robert Wooton

2. Open Public Meetings Act Statement – Rebecca Santiago read the Open Public Meetings Act Statement.

3. Roll Call – Rebecca Santiago

The following members were absent:

Lynda Anderson-Towns
Todd Bonsall

4. Presentation:

   Dr. Charles Ivory introduced Mary Moyer and Susan Bosnjak, Gifted and Talented Services. Susan handed out informational flyers regarding EIRC's Gifted and Talented services. Mary discussed the service delivering comprehensive, instructional services which empower G&T students to meet the challenges of curriculum standards to prepare them with college and career readiness skills for preparation as global citizens. Students learn how to impact change, conduct research and complete independent studies, create inventions, simulate life on Mars, participate in the legislative process and take the SAT and/or the ACT. Students are eligible to participate in EIRC programs based on identification standards determined by their individual school districts. Dr. Ivory thanked Mary and Susan for their presentation.

5. *(Agenda: I. E.1- E.2)* A motion was made by John Deserable, seconded by Jack Hill, to approve *(E.1)* minutes of the Regular Meeting on January 12, 2016 and to approve (E.2) the

minutes of the Executive Session on January 12, 2016. All were in favor, with one abstention from Diane Cummins, and the motion carried.

6. Director's Report – Dr. Charles Ivory highlighted his report and reminded everyone of the ICAP conference being held on April 14, 2016 at the Caesar's Hotel and Casino in Atlantic City.

7. Assistant Director's Report- Steve Derkoski highlighted his report.

8. Foundation Report – Sandy Loewe highlighted her report.

II. COMMITTEE REPORTS

Finance Committee –John Deserable

1. Business Administrator Report – Steve Hoffman highlighted his report.

2. *(Agenda: II. A.2, A.3, A.4, A.6, A.7, A.10, A.11, & A.12)* Motion made by John Deserable, seconded by Frank Jankowski, to approve *(A.2)* the Treasurer's and Cash Flow Reports for December 2015; to approve *(A.3)* the Board's Monthly Certification; to approve *(A.4)* the Enterprise and Internal Service Funds Income Statements; to ratify *(A.5)* the FY2015 Budget Revisions as submitted; to approve *(A.6)* the list of individuals attachment as small vendors and authorize the business administrator to pay these vendors on a supplemental bill list in accordance with the resolution adopted 10-13-98; to ratify and approve *(A.7)* payment of the bill list for December 2015; to approve *(A.10)* the ratification of the CAP contracts, approve *(A.11)* School Services Contracts: Cherry Hill School District: Child Study Team Services-LDTC @ $385 per day- Denise Spaulding @ $285 per day; Technology Service Contracts- Cumberland County Vo-tech (Security Design- $620,125), Camden County College (iMacs w/ Apple Care- $47,585.85), Winslow BOE (iPads w/ Apple Care- $104,350), Old Bridge BOE (Network Upgrade @ Sandburg- $119,130), Old Bridge BOE (Network Upgrade @ Salk- $73,870), ACIT (CCTV Upgrade- $100,118), ACIT (Access Control- $82,040), & Delsea (MS/HS Camera System- $383,158); to approve *(A.12)* Whereas, the Educational Information and Resource Center (EIRC) is in need of Hosted Voice over Internet Protocol (VoIP) services , and Whereas, EIRC is established as an authorized cooperative pricing system, #239EIRCCPS, through the State of New Jersey, and, Whereas, EIRC has advertised and published a Request For Proposals for Hosted Voice over Internet Protocal (VoIP) Telephone System under the "Fair and Open" process, and Whereas, proposals were received and opened on January 20, 2016 at 9 AM, and Whereas, the four proposals received were evaluated by an evaluation team established by EIRC, utilizing the criteria and point system identified in the specification, now therefore, Be it resolved, that EIRC award the Hosted VoIP telephone contract to Broadview Networks, highest point recipient, for a period of three (3) years, with EIRC's option to renew for two (2) additional one (1) year extensions. This award is being made pending EIRC's solicitor's approval of all legal documentation provided by the successful proposer. All were in favor and the motion carried.

Jack Hill made a request for descriptions to be included in the bill list.

Board Formation Committee – Karen Wolf

1. Karen Wolf made a motion, seconded by Jack Hill, to approve Edgar "Gar" Keepers as Grade 9-12 Teacher representative member and Finance Committee member. Board Vacancies: Pupil Personnel, Student, Board of Education.

Planning, Public Relations and Policy Committee – Judy Varallo

1. Judy Varallo discussed adding the revised Organizational Chart to the March agenda as a first reading.

Personnel and Staff Development Committee – Holly Bush

1. *(Agenda: II. D.2, D.3a, D.3b, & D.3c)* Motion made by Holly Bush, seconded by Jack Hill, to approve *(D.2)* the following consultants/contractors in Professional Development: Dorothy Clarke, Mary Beth D' Antoni, David Daigle, Carol W. Dougherty, Dorian Giorgio, Carrie Rottina, and Charles J. Idler; in Technology, motion made to remove Virgino Bravo from the agenda; to approve *(D.3a-3c)* the following personnel actions:

   a) Approve an increase in hours, to 35 hours per week, for Nicole Hopkins as Program Assistant- Early Childhood Comprehensive Systems (Trenton CAP), remaining at the current hourly rate of $25.00; effective February 8, 2016. Pay Grade: 40.

   b) Approve an increase of $3,000 ($65,000 to $68,000) in salary for Ines LeCerf, as Program Specialist- Regional Home Visiting (Trenton CAP); effective February 8, 2016. Pay Grade: 44.

   c) Accept the resignation of Ed Denton, Technology Shared Service Representative- Technology; effective February 10, 2016.

   All were in favor and the motion carried.

   John Deserable made a request for more justification on employee raises to be clear on cause.

Facility Committee – John Deserable

1. No agenda item.

Executive Director Search Committee- Charles Highsmith

1. Charles Highsmith thanked Robert Wooton for reviewing the timeline in his absence during January's Board meeting.

2. Jack Hill asked how many applications received so far. Dr. Charles Ivory replied that we received two so far.

III. REPORTS- none

IV. OLD BUSINESS- none

V. NEW BUSINESS-

1. Motion made by Linda Martins, seconded by Judy Varallo, to accept with regret the resignation of Daniel Bevilacqua from the Board of Directors.

2. Motion made by John Deserable, seconded by Frank Jankowski, to nominate Jack Hill as Vice Chairperson. Jack Hill accepted the nomination.

3. Motion made by Judy Varallo, seconded by Charles Highsmith, to nominate Grace Romeo as Vice Chairperson. Grace Romeo accepted the nomination.

Due to two nominations motioned and accepted by each nominee a vote was held. All Board members present cast their vote by way of secret written ballot. Dr. Charles Ivory collected the votes. The votes were handed over to Robert Wooton and Karen Wolf to count. Robert Wooton announced that Grace Romeo won the vote. Grace Romeo accepted the position of Vice-Chairperson.

VI. ADJOURNMENT

Grace Romeo made a motion to adjourn the meeting, seconded by Jack Hill. All were in favor and the motion carried.

Respectfully submitted,

Dr. Charles M. Ivory, Secretary