

# MINUTES

**January 25, 2022**

**Organizational Board Meeting Minutes**

**5:00 pm**

- The January Organizational Board meeting of the Defiance County Board of Developmental Disabilities was held January 25, 2022 at Defiance County Board of DD.
- Oath of Office to Otto Nicely and Roberta Phlipot, administered by Commissioner Kern.
- The meeting was called to order at 5:00 PM. Board members present were Ms. Jami Cameron, Ms. Beth Headley, Ms. Stephanie Meyer, Mr. Otto Nicely, Ms. Roberta Phlipot, Ms. Ruby Schindler and Ms. Erika Steece. Board members excused were Ms. Stephanie Meyer. Ms. Meyer participated via telephone, however, did not participate in voting. Others present were Ms. Debra Guilford, Interim Superintendent, Mr. Travis Hammer, Principal, Mr. Bret Mack, Business Manager, and approximately 11 others consisting of Board employees and members of the public.
- Motion was made by Ms. Schindler and seconded by Ms. Headley to approve Ms. Jamie Cameron as Board President.

*Motion approved unanimously.*
- Motion was made by Ms. Schindler and seconded by Mr. Nicely to approve Ms. Roberta Phlipot as Board Vice President.

*Motion approved unanimously.*
- Motion was made by Ms. Schindler and seconded by Ms. Phlipot to approve Ms. Stephanie Meyer as Board Recording Secretary.

*Motion approved unanimously.*
- Motion was made by Ms. Headley and seconded by Ms. Schindler to appoint Ms. Roberta Phlipot, Mr. Otto Nicely, and Ms. Jami Cameron for the Ethics Council.

*Motion approved unanimously.*
- Motion was approved by Ms. Phlipot and seconded by Ms. Headley to appoint Mr. Travis Hammer as the Hearing Officer for the Free/Reduced Lunch Applications.

*Motion approved unanimously.*
- Motion was made by Ms. Schindler and seconded by Ms. Steece to approve the resolution to designate the Superintendent as the authorized purchasing agent and to grant the Superintendent the authority to authorize expenditures up to \$10,000.00 with the exception of the state mandated quarterly match payments provided the expenditure is within the Board-approved fund budget total.

*Motion approved unanimously.*
- Motion was made by Ms. Phlipot and seconded by Mr. Nicely to authorize the Superintendent to make adjustments to revenue estimates and appropriations during 2022 on an as needed basis.

*Motion approved unanimously.*
- Motion was made by Ms. Steece and seconded by Mr. Nicely to approve the dates and times of the board meetings for calendar year 2022 (4<sup>th</sup> Tuesday of each month except for December will be 3<sup>rd</sup> Tuesday) at 5:00 p.m.

*Motion approved unanimously.*
- Motion was made by Ms. Phlipot and seconded by Ms. Steece to adjourn at 5:09 p.m.

*Motion approved unanimously.*