



**Board of Trustees**  
**Meeting Minutes**  
*July 16, 2016 – 2:00p.m.*

via Blackboard Collaborate Link:

<https://sas.illuminate.com/m.jnlp?sid=1164&password=M.24E324CAA866EA04EBC9115739BF42>

Call in number: 1-866-398-2885 Passcode: 252501#

**1. Call to Order**

The meeting was called to order at 2:03 pm  
 By moderator Bonnie Schaefer

**2. Roll Call**

Name	Present	Absent	Time of Arrival After Call to Order
Ms. Bonnie Schaefer	x		
Ms. Sophia Lewis	x		
Ms. Brenda Sachleben	x		
Mr. Victor D. Valentine, Sr.	x		
Dr. Debra Heath-Thornton	x		

**3. Board Meeting Agenda**

Be it resolved that the Board adopts the Meeting Agenda dated July 16, 2016.

**MM: Debra Heath-Thornton SM: Sophia Lewis Action: 5-0 motion carries**

- Bonnie Schaefer - yes
- Sophia Lewis – yes
- Brenda Sachleben – yes
- Victor Valentine Sr. – yes
- Debra Heath-Thornton - yes

**4. Public Comment (Topic related to Action Items Only) – no comments**

**5. Committee Updates and Action Items**

**a. Governance Committee**

**i. Minutes of Previous Meeting (ES# 1617-16-07-1)**

Be it resolved that the Board approves the Minutes from the following Board of Trustees meeting: **June 27, 2016.**

**MM: Victor Valentine Sr. SM: Brenda Sachleben Action: 5-0 motion carries**

Bonnie Schaefer - yes  
Sophia Lewis – yes  
Brenda Sachleben – yes  
Victor Valentine Sr. – yes  
Debra Heath-Thornton - yes

**b. Personnel Committee**

**i. Personnel Report (ES# 1617-16-07-2)**

Be it resolved that the Board approves the Employment Agreement for Sherri Tate, for the period of July 1, 2016 through June 30, 2017 pending legal review.

**MM: Brenda Sachleben SM: Debra Heath-Thornton Action: 5-0 motion carries**

Bonnie Schaefer - yes  
Sophia Lewis – yes  
Brenda Sachleben – yes  
Victor Valentine Sr. – yes  
Debra Heath-Thornton - yes

**ii. Personnel Report (ES# 1617-16-07-3)**

Be it resolved that the Board approves the Employment Agreement for Jason Billups, for the period of July 1, 2016 through June 30, 2017 pending legal review.

**MM: Debra Heath-Thornton SM: Sophia Lewis Action: 5-0 motion carries**

Bonnie Schaefer - yes  
Sophia Lewis – yes  
Brenda Sachleben – yes  
Victor Valentine Sr. – yes  
Debra Heath-Thornton - yes


**6. Public Comment (Topic related to PA Virtual Operations) – no comments**

**7. Adjournment Time 2:31 pm**

**MM: Brenda Sachleben SM: Debra Heath-Thornton Action: 5-0 motion carries**

Bonnie Schaefer - yes  
Sophia Lewis – yes  
Brenda Sachleben – yes  
Victor Valentine Sr. – yes  
Debra Heath-Thornton - yes

**Approved this day, the 16<sup>th</sup> of July 2016**

  
Secretary