

**BLUE RIVER CAREER PROGRAMS
REGULAR GOVERNING BOARD MEETING MINUTES
December 14, 2021**

The Blue River Career Programs' Governing Board met in regular session on **Tuesday, December 14, 2021 at 12:00 p.m.** in the boardroom at the career center, 801 St. Joseph Street, Shelbyville, Indiana.

Board members present were David Finkel and Travis Beck. Superintendents present were Mary Harper, Todd Hitchcock, and Chris Hoke. Also present were Sandy Hensley, Corporation Treasurer; and Steve Shaw, Director, (via phone).

Superintendent Chris Hoke voted in place of board member Todd Brandman. Superintendent Todd Hitchcock voted in place of board member Andrew Hawk.

President David Finkel called the meeting to order at 12:00.

Recognize Guests and Ask for Comments from the Audience

None

ACTION ITEMS

Minutes of the November 9, 2021 Regular Meeting & Special Meeting, November 12, 2021 Ratification Meeting, and December 2, 2021 Public Meeting.

Minutes of the November 9, 2021 regular meeting & special meeting, November 12, 2021 ratification meeting and December 2, 2021 public meeting were presented for approval. Chris Hoke made a motion to approve all the minutes as presented. Travis Beck seconded the motion. The motion carried unanimously.

Claims and Payrolls

Prewritten claims 636-655, regular claims 656-711, and payroll claims for 11/10/21, 11/24/21 and 12/8/21 were presented for approval. Travis Beck moved to approve the claims and payrolls as presented. Chris Hoke seconded the motion. The motion carried unanimously.

Hire Sarah Chappelow to Instruct the ELL Class at the YMCA

Steve Shaw presented the resume of Sarah Chappelow to instruct the evening ELL class to be held at the YMCA. Sarah is currently a teacher with Edinburgh Community High School. She will be hired at the consortium rate of \$35 per hour. Information about this new class and the partnership with the YMCA will be going out before winter break. Travis Beck made a motion to hire Sarah

Chappelow as recommended. Chris Hoke seconded the motion. The motion carried unanimously.

Raise for Director Steve Shaw

An amendment to the Director's contract was presented, as outlined in the public meeting held 12/2/2021, which provides for a 6.4% increase to be retroactive to July 1, 2021. Todd Hitchcock moved that the amendment to the Director's contract be approved for the raise. Travis Beck seconded the motion. The motion carried unanimously.

MOU for Loan of Equipment to Ivy Tech

Mr. Shaw presented the board with an MOU that was provided by Ivy Tech's legal department, along with the Indemnification Agreement. Both documents have been reviewed by Denny Harrold and recommended changes have been made. Exhibit A will contain a list of all the equipment to be transferred to Ivy Tech from BRCP. Chris Hoke moved to approve both agreements with Ivy Tech as presented. Travis Beck seconded the motion. The motion carried unanimously.

Donation

A donation was presented from Steve Gardner in the amount of \$75 for the BPA student club. Travis Beck moved to accept the donation with gratitude. Chris Hoke seconded the motion. The motion carried unanimously.

Approve Calendar Year 2022 Appropriations Budgets

Mr. Finkel asked Sandy Hensley to present the Education Fund and Operations Fund 2022 appropriations budgets. It was noted that both budgets were previously distributed to board members for review. The Education Fund has an increase of 10.71% and the Operations Fund has an increase of 17.39% with a net increase is 12.68%. Mrs. Hensley reviewed the detail explanations of each budget category. Mr. Hoke asked if this meant the billing budget would increase 12.68%. Mrs. Hensley reminded the board that this was not the billing budget and that this budget includes expenditures that are not billed to the sending schools. Travis Beck moved to approve the appropriations budgets as presented. Chris Hoke seconded the motion. The motion carried unanimously.

Permission to Close Accounts and Transfer Between Funds

Mr. Shaw requested that the board authorize Sandy Hensley to close accounts and transfer funds as necessary at year end. He stated that this is an annual request. Todd Hitchcock made a motion that the board authorize Sandy Hensley to close accounts and transfer funds as needed. Travis Beck seconded the motion. The motion carried unanimously.

Approve Conflicts of Interest

Steve Shaw presented the conflict of interest statements for Sandy Hensley whose spouse is the owner of Hensley Painting and for David Finkel who is a member of the Shelbyville Public Utilities board. Travis Beck made a motion to approve the conflict of interest statements as presented. Todd Hitchcock seconded the motion. The motion carried unanimously. These statements will be filed with the County and the State Board of Accounts.

Other

None.

REPORTS

Fund Report, Bank Reconciliation & Fund Trend Report

Sandy Hensley presented the fund report and bank reconciliation worksheet along with the updated Fund Trend Report.

Other

None

COMMENTS FROM BOARD MEMBERS

None

OTHER

None

ADJOURNMENT

The meeting was adjourned at 12:15.

Next Meeting: January 11, 2022: Planning Retreat at 10:00 am followed by the Board of Finance meeting at 11:45 and regular session at noon.