Administrative Services Council Minutes
7/27/2023
Founder's Room/Zoom

Chair: Dwayne Fehrenbacher

Roll Call:

X	Chris Clark	X	Ginger Harner	X	Dwayne Fehrenbacher
	Brandy Woods		Sheryl Ribbing	X	Kaylyn Meyers
X	Stacy Simpson		Michelle Williams	X	Cheryl Cummins
X	Don Koch		Rebecca Steinmetz		
	Lindsay Johnson	X	Evelyn Davis		

Agenda Items:

I. **Call to Order:** Meeting was called to order at 10:06am

II. **Approve Minutes of:** 5/25/2023 – Motion made by Don Koch and Seconded by Stacy Simpson. Motion carried.

III. **Additions to the Agenda**

IV. **Team Updates:**

- **Business & Finance** – Budget is completed and presented to board.
- **Facilities Management Team** – Updated Fleet Inventory List, decided what vehicles to put on auction, looking at purchasing 2 more vehicles, 1 hybrid, and a truck, updated Service Animal on Campus policy. Motion made by Ginger Harner and Seconded by Kaylyn Meyers to send policy to the Executive Council.
- **Administrative Services Leadership Team** – Updated Capital Projects list, Automotive Shop renovation is mostly complete.

V. **New Business** – No New Business

VI. **Adjournment** – Motion was made by Kaylyn Meyers and seconded by Ginger Harner to adjourn.