

**FOX VALLEY CAREER CENTER**  
**BOARD OF DIRECTORS' MEETING **MINUTES****  
**WEDNESDAY, NOVEMBER 4, 2020**

**A. CALL TO ORDER**

*Dr. Leden called the meeting to order at 1:17 pm.*

**B. ROLL CALL**

*Drs. Hichens, Leden, Mutchler and Pearson present.*

**C. ESTABLISHMENT OF QUORUM**

*Four of six present – Quorum is established.*

**D. APPROVAL OF AGENDA**

*Mutchler/Hichens                      4-0 – agenda approved*

**E. PUBLIC COMMENT**

*No public comment at this time.*

**F. CONSENT AGENDA--RECOMMENDED MOTION**

1. Approval of Minutes—September 2, 2020
2. Approval of Donations
3. Approval of September Budget Summary

*Discussion of volume of donated vehicles and vehicle storage at FVCC.  
Hichens/Pearson                      4-0 Consent agenda passed.*

**G. OLD BUSINESS**

1. 2019-2020 Fox Valley Career Center Audit Report
2. Latest School Attendance grid

*Brief discussion of the audit report. No major questions or concerns noted.*

**H. NEW BUSINESS**

1. *Virtual FVCC Open House – Live of website on November 16, 2020  
Preview of tour to be shared at November 12, 2020 Counselor meeting for feedback*
2. Strategic Plan discussion

*Director explained that the Open House this year would be virtual and available online to counselors and other stakeholders. In light of COVID, there will be no in person tours.*

*Director discussed the revised Strategic Plan and the new format. The dates listed are placeholders. If the Board approves the format and goals, the FVCC team will provide specific dates to the Board. The Director will give the Board updates at regular meetings and through Status Reports.*

**Motion: The FVCC Board of Directors approve the 2021 -2026 Strategic Plan with amended dates.  
Hichens/Mutchler 4-0.**

**I. ANNOUNCEMENTS & OTHER ITEMS**

1. September and October Students of the Month Lists
2. Sending School Student Services meeting – November 12, 2020
3. COVID Update
  - a. As of 10/30/20 – two staff out (1 positive and 1 exposure)
  - b. As of 10/30/20 – 3 students are positive
    - 8 students are excluded
    - 22 students recovered and returned

**Director noted that multiple staff members are out and that he, the former director, the assistant director, and secretary have all be required to substitute. FVCC anticipates having a full staff again the week of November 9, 2020.**

**J. REMAINING MEETING DATES 2020-2021**

- March 3, 2021
- May 5, 2021

**K. ADJOURNMENT**

**Dr. Leden closed the meeting at 1:28 pm.**

**Leden/Mutchler 4-0**