



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

**Chair: Dwayne Fehrenbacher**

**Roll Call:**

<input checked="" type="checkbox"/>	Chris Clark	<input checked="" type="checkbox"/>	Ginger Harner	<input checked="" type="checkbox"/>	Dwayne Fehrenbacher
<input type="checkbox"/>	Brandy Woods	<input type="checkbox"/>	Sheryl Ribbing	<input checked="" type="checkbox"/>	Kaylyn Meyers
<input checked="" type="checkbox"/>	Stacy Simpson	<input type="checkbox"/>	Michelle Williams	<input checked="" type="checkbox"/>	Cheryl Cummins
<input checked="" type="checkbox"/>	Don Koch	<input type="checkbox"/>	Rebecca Steinmetz	<input type="checkbox"/>	
<input type="checkbox"/>	Lindsay Johnson	<input checked="" type="checkbox"/>	Evelyn Davis	<input type="checkbox"/>	

**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.