

**TECHNOLOGY EXCELLENCE IN EDUCATION NETWORK**  
**October 18, 2017, Regular Board Meeting Minutes**  
**USD 408 Marion – Florence District Office**  
**6:00 p.m.**

**Members Present:**

Mark Rooker, Chairperson (via telephone)  
Shayla Clark (via telephone)

Jeff Bina (via telephone; left at 6:11 p.m.)  
Mark Wendt (via telephone)

**Members Absent:**

Jan Helmer

**Others Present:**

Lena Kleiner, Director

Jerry Hinerman, Clerk

**1. Call to Order**

Mark Rooker called the meeting to order at 6:02 p.m.

**2. Approval of Agenda**

Shayla Clark moved to approve the agenda. Motion seconded by Jeff Bina. Carried 4-0.

**3. Approval of Board Minutes**

Jeff Bina moved to approve the minutes of the September 20, 2017, regular board meeting. Motion seconded by Mark Wendt. Carried 4-0.

**4. Approval of Payment of Bills and Financial Reports**

Mark Wendt moved to approve the payment of bills totaling \$42,052.21 and the October 18, 2017, Income and Expense Reports. Motion seconded by Mark Rooker. Carried 4-0.

Jeff Bina left the meeting at 6:11 p.m.

**5. Business Items**

a. Disposal of Equipment and Supplies

Shayla Clark moved to approve the disposal of the following equipment and supplies. Motion seconded by Mark Wendt. Carried 3-0.

**Broadcast Equipment/Supplies**

4 Desk Microphones  
3 Cables for Desk Microphones  
DDK-3000 Single Channel MPEG-4 Video Encoder and CD  
Zenith Graphics Translator  
Gentner AP800 Audio Conferencing Equipment  
Cables to Go Converter Box  
Radio Shack 5-Way Audio/Video Selector  
Qlink Multimedia Converter  
Extron Distribution Amplifier Box  
2 Video to VGA Media Converters (Do Not Work)  
2 Video to VGA Media Converters (Do Work)  
CCD Camera  
Tview Gold PC to TV Video Converter  
Elmo EV-368  
SLA-1 Amplifier (Broken)  
SLA-1 Amplifier (Broken)  
2- V500 Polycom Camera Systems

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#### Internet Equipment

- Allied Telesyn Switch-Rapier 24i
- Mail Server Tower Computer
- AMX Netlinx Master
- Allied Telesyn Fiber Converter
- 2 Media Converters (Only 100 MB Capability)
- 15 Fiber Optic Warning Signs (Wrong Phone Number on Signs)

#### Office Equipment

- Lexmark E120 Printer
- Business Card Holder
- Lenovo Docking Station
- Logitech Cordless Keyboard
- Logitech Wireless Mouse
- Wired Keyboard
- Microphone Headset
- Detachable Web Camera
- 8 Packages of AA 8-Pack Rechargeable Batteries
- Coby Radio Alarm Clock
- 2 Sets of Computer Speakers
- 3 Lenovo Laptops (Previously Used by Director)
- EIKI Avanti LC-X420 Projector
- Lenovo Thinkpad Tablet
- HP Laptop Bag
- Small White Board/Cork Board

#### Other

- 17 Mini DV Video Tapes
- Soldiering Iron and Wire
- Miscellaneous AV Cables, Other Cables, and Connectors

#### 6. Other/Discussion

- a. Director Evaluation
- b. TEEN Mashup Update

#### 7. Next Meeting

#### 8. Adjournment

Mark Rooker adjourned the meeting at 6:22 p.m.

Jerry Hinerman, Clerk