

Johnson County Educational Research Triangle (JCERT)  
 July 27, 2011  
 Minutes

Attendees:

Triangle Authority:

Present: Ed Eilert, Chairman  
 Mike Boehm, Vice Chairman  
 Jon Stewart  
 Carl Gerlach  
 Ed Peterson  
 Terrie Huntington  
 Sue Storm

Others: Jim Hubbard, Hubbard, Ruzicka,  
 Kreamer & Kincaid L. C.  
 Dan Richardson-K-State  
 Mary Ryan-KU Edwards  
 Lindy Eakins - K-State  
 Theresa Gordzica - KU  
 John Pascarelli - K-State Olathe  
 Shelly Hammond - Allen, Gibbs & Houlik, L.C.  
 Jon Stewart - JCCC  
 Stephen Powell - Johnson County  
 Terry Calaway- JCCC  
 Maxine Stoltz - KU Med  
 Pamela Bray - KU

Introduction of Persons Present	Chairman Eilert took a roll call of the JCERT Authority members and all members were present.
Quorum	Mr. Eilert announced that a quorum was present.
Minutes	Upon motion and second, the Minutes of the 6/13/11 JCERT Authority meeting were approved.
Website Report	After a general update from Chairman Eilert and Jim Hubbard, Stephen Powell, Clerk of the Board of County Commissioners/Chief of Staff presented a proposal for Johnson County to assist the authority in converting to Drupal, hosting the domain name, insuring functionality, making needed updates, training the JCERT staff/representatives to update the content as needed and other technical support. The cost of the proposal would be \$50.00 per hour for an estimated not-to-exceed amount of \$1,500.00. They anticipate that they will be able to launch the new site by September 9, 2011. Any change in domain names would cost approximately \$250.00 for five (5) years. Stephen did discuss the need to have both ".com" and ".org" based upon the level of

	<p>risk for someone else obtaining ".org" or some other domain name and causing confusion to the general public. It was moved by Mike Boehm and seconded by Carl Gerlach that the Authority approved the bid from the County for up to \$1,500.00 plus \$250.00 to obtain ".org" if it was available. After a general discussion, the motion was approved with Ed Eilert and Ed Petersen abstaining.</p>
Audit Update	<p>Shelly Hammond appeared and gave an update to the Authority regarding the current audit for the period from July 1, 2010 through June 30, 2011. In regard to the Agreed-Upon Procedures, Ms. Hammond handed out an expenditures report which indicated that 83% of the expenditures were for construction items and her suggestion was that the Authority approve the same audit procedures that were utilized in the prior year's audit. The cost for the Agreed-Upon Procedures would be \$128.00 per hour for an estimated 72 hours. There was a general discussion with Ms. Hammond regarding the number of tests that were utilized in last year's audit and after a general discussion, it was moved and seconded that the Authority approved Allen, Gibbs &amp; Houlik to complete the Agreed-Upon Procedures at a cost of \$128.00 per hour for an estimated 72 hours with the same procedures and sample sizes used in last year's audit. After a discussion regarding the audit procedures, the form of audit Engagement Letter was approved and the Chairman was authorized to execute the audit letter for the current audit period. It was suggested by Lynn Mitchelson that we increase the number of samples in the Agreed Upon Procedures from 50 to 100 if there was not a significant increase in cost. The audit committee for this year's audit will consist of Terrie Huntington, Chairman; Ed Eilert and Jon Stewart.</p>
2012 Budgets	<p>Chairman Eilert called upon each University to give an update on their individual projects.</p>
Next Meeting	<p>The next regular meeting will be held on Tuesday, September 27, 2011 at 7:30 a.m. in Room 120, Executive Boardroom, K-State University Olathe Campus, 22201 Innovation Drive, Olathe, Kansas 66061. Meeting adjourned.</p>