



**Southeast Service Cooperative Board of Directors Regular Board Meeting  
5:30 PM, Wednesday, January 26, 2022  
MINUTES**

**PRESENT:** Chair Brein Maki, Vice Chair Jean Roth, Board Clerk Monica Sveen-Ziebell, Board Treasurer Lynn Gorski, Member Jason Marquardt, Member Don Leathers, Member Theresa Arrick-Kruger, Member Mary Urch

**EX-OFFICIO:** Steve Sallee

**STAFF:** Dale Walston, Amy Grover

The meeting was called to order at 5:35 PM by Acting Chair Bree Maki. A quorum was declared.

Bree welcomed re-elected Board Members Bree Maki, Lewiston-Altura School Board and Jason Marquardt, Mabel-Canton School Board and newly elected Board Member Mary Urch, Steele County.

Election of Officers

Board Chair

Jason Marquardt nominated Bree Maki for Board Chair, Lynn Gorski seconded. There being no further nominees, a unanimous ballot was cast for Bree Maki for Board Chair.

Board Vice Chair

Bree Maki nominated Jean Roth for Board Vice Chair. There being no further nominees, a unanimous ballot was cast for Jean Roth for Board Vice Chair.

Board Treasurer

Monica Sveen-Ziebell nominated Lynn Gorski for Board Treasurer. There being no further nominees, a unanimous ballot was cast for Lynn Gorski for Board Treasurer.

Board Clerk

Lynn Gorski nominated Monica Sveen-Ziebell for Board Clerk. There being no further nominees, a unanimous ballot was cast for Monica Sveen-Ziebell for Board Clerk.

The new Chair-appointed committees as follows:

Finance Committee

Bree Maki, Jason Marquardt, Lynn Gorski, Tess Arrick-Kruger, Jean Roth

Personnel Committee

Monica Sveen-Ziebell, Don Leathers, Bree Maki, Tess Arrick-Kruger, and SAC Members Mike Funk and Ed Harris

Policy Committee

Mary Urch, Don Leathers, Monica Sveen-Ziebell, Jason Marquardt, Jean Roth

Canvassing Committee

Mary Urch and Bree Maki

Tess Arrick-Kruger made a motion, seconded by Monica Sveen-Ziebell to approve the above election of Officers & Committee appointments. The motion passed unanimously.

The New Chair appointed MSC, CPC, and MHC Board members as follows:

CPC (1) Monica Sveen-Ziebell. Bree Maki was identified as a backup.

MSC Board (2) Jean Roth and Bree Maki

MHC Board (1) Lynn Gorski. Jason Marquardt was identified as a backup.

Don Leathers made a motion, seconded by Jason Marquardt to approve the MSC Board Appointments. The motion passed unanimously.

Lynn Gorski made a motion, seconded by Don Leathers to approve the agenda. The motion passed unanimously.

Steve Sallee gave the verbal [Executive Director Report](#). Amy Grover reviewed the [Program Manager Updates](#).

Jason Marquardt made a motion, seconded by Monica Sveen-Ziebell, to approve and accept the items on the consent agenda, including [Minutes of Last Meeting](#), [Dec Balance Sheet](#), [Dec Revenue Expense](#), [Dec Bills](#), [Superintendent Advisory Committee Meeting Minutes](#); mileage reimbursement rate change to \$0.585, effective January 1, 2022; [2022 Board Meeting Presentation Schedule](#); designation of depositor: US Bank, Minnesota School District Liquid Asset Fund (MSDLAF), Moreton Capital Markets; designation of official Newspaper/Publication: Post Bulletin; and [2022 SAC Meeting Schedule](#). The motion passed unanimously.

#### Specific Agenda

Lynn Gorski made a motion, seconded by Don Leathers, to approve permission to post for up to 2.0 FTE for the MDH grant. The motion passed unanimously.

#### Operations

Jason Marquardt made a motion, seconded by Tess Arrick-Kruger, to approve [Amendments to 2022 Board Meeting Schedule](#). The motion passed unanimously.

Monica Sveen-Ziebell made a motion, seconded by Jason Marquardt, to approve the [2023-2024 Board Meeting Schedule](#). The motion passed unanimously.

Lynn Gorski made a motion, seconded by Jean Roth, to approve [Heartland Statement of Work for CW 2.0](#) Phase II. The motion passed unanimously.

Monica Sveen-Ziebell made a motion, seconded by Jean Roth, to approve [Harris HVAC Upgrade Proposal](#). The motion passed unanimously.

#### Information and Sharing

[SSC Foundation Financial Statements for 2021](#)

[MHC Board of Directors Meeting Minutes 12.8.21](#)

The next SSC Board meeting will be virtual on Wednesday, February 23, 2022, at 5:30 PM.

Monica Sveen-Ziebell made a motion, seconded by Jason Marquardt, to adjourn the meeting at 6:08 PM. The motion passed unanimously.

Respectfully submitted by,  
Monica Sveen-Ziebell, Board Clerk

**2022 Meeting Schedule - 5:30 pm start**

Wednesday, January 26, 2022, – ANNUAL MTG  
Wednesday, February 23, 2022, **VIRTUAL**  
Wednesday, March 23, 2022  
Wednesday, April 27, 2022  
Wednesday, May 25, 2022  
Wednesday, June 22, 2022  
JULY – **Do not meet**  
Wednesday, August 24, 2022  
Wednesday, September 28, 2022  
OCTOBER - **MSC Board Conference**  
Wednesday, November 16, 2022, **IN PERSON**  
Wednesday, December 14, 2022, **VIRTUAL**

**2023 Meeting Schedule - 5:30 pm start**

Wednesday, January 25 – ANNUAL MEETING  
Wednesday, February 22 (**Virtual**)  
Wednesday, March 22  
Wednesday, April 26  
Wednesday, May 24  
Wednesday, June 28  
JULY – **Do not meet**  
Wednesday, August 23  
Wednesday, September 27  
OCTOBER - **MSC Board Conference**  
Wednesday, November 15  
Wednesday, December 20 (**Virtual**)