



**Southeast Service Cooperative Board of Directors Regular Board Meeting  
5:30 PM, Wednesday, February 23, 2022  
MINUTES**

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

**EX-OFFICIO:** Steve Sallee

**STAFF:** Dale Walston, Amy Grover

**FINANCE COMMITTEE at 4:15 PM via Zoom:** Jason Marquardt, Lynn Gorski, Jean Roth, Tess Arrick-Kruger, Bree Maki

The meeting was called to order at 5:30 PM by Chair Bree Maki. A quorum was declared.

Jason Marquardt made a motion, seconded by Jean Roth to approve the agenda, as amended. The motion passed unanimously.

Hearing of Reports: Brooks Deibele gave a verbal update on the health insurance pool renewals and transition to Medica on behalf of the Minnesota Healthcare Consortium (MHC). Steve Sallee gave the verbal [Executive Director Report](#). Amy Grover reviewed the [Program Manager Updates](#).

Monica Sveen-Ziebell made a motion, seconded by Don Leathers, to approve and accept the items on the consent agenda, including Minutes of Last Meeting (with corrections to future meeting dates), Strategic Planning Meeting Minutes, January Balance Sheet, January Revenue Expense, January Bills, and Superintendent Advisory Committee Meeting Minutes. The motion passed unanimously.

Specific Agenda:

Tess Arrick-Kruger made a motion, seconded by Jean Roth, to approve the resignation of Karlyn Brewington, effective February 15, 2022. The motion passed unanimously.

Tess Arrick-Kruger made a motion, seconded by Monica Sveen-Ziebell, to approve the extension of the grant funded contracts for the Career Navigators and Community Engagement Coordinator through June 30, 2023. The motion passed unanimously.

Monica Sveen-Ziebell made a motion, seconded by Don Leathers, to approve the mid-year Pool Settlement. The motion passed unanimously.

Monica Sveen-Ziebell made a motion, seconded by Jason Marquardt, to approve the [2021-2022 Annual Plan](#). The motion passed unanimously.

Jason Marquardt made a motion, seconded by Tess Arrick-Kruger, to adjourn the meeting at 6:17 PM. The motion passed unanimously.

The next SSC Board meeting will be on Wednesday, March 22, 2022, at 5:30 PM.

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**)