

Southeast Service Cooperative Board of Directors Meeting
5:00 PM, Wednesday, December 19, 2018
Canvassing Committee met at 4:30 PM preceding the Board Meeting

Present: Theresa Arrick-Kruger, Mary Blair-Hoeft, Mike Christensen, Lynn Gorski, Don Leathers, Brein Maki, Jason Marquardt, Rob Mathias

Absent: Karla Bauer, Carol Cravath

Ex-Officio: Steve Sallee

Staff: Amy Grover, Dale Walston

Call to Order

Meeting called to order at 5:06 PM by Vice-Chair Mary Blair-Hoeft, who declared a quorum.

MOTION: Jason Marquardt moved, Don Leathers seconded to approve the agenda. Motion passed.

Consent Agenda

MOTION: Jason Marquardt moved, Don Leathers seconded to approve and accept the items on the consent agenda: November meeting minutes, November balance sheets and revenue expenses, bills, and other finance reports, approval of City of Morristown as a new SSC member effective January 1, 2019, withdrawal of City of Kasson and Freeborn Soil and Water from the CCOGA Health Insurance Pool effective January 1, 2019, and approval of the Election Return Report. The two open four-year terms (January 1, 2019 to December 31, 2022) will be filled by Monica Sveen-Ziebell representing Plainview-Elgin-Millville School Board and Jean Roth representing Zumbrota-Mazeppa School Board. Motion passed.

Specific Agenda

Fiscal Audit 2017-2018. Erin Enstad of Abdo, Eick & Meyers provided the report. The Audit Report will be posted at www.ssc.coop.

MOTION: Mike Christensen moved, Rob Mathias seconded to accept the 2017-2018 Fiscal Audit. Motion passed.

STEM Forward Grant. Sarah Ness pursued and was granted \$1,000 to support the STEM Forward Annual Awards Dinner.

MOTION: Mike Christensen moved, Jason Marquardt seconded to approve of \$1,000 donation for STEM Forward for STEM Forward from UA Local 6, Plumbers and Pipefitters. Motion passed.

IEA Space Renovation. The proposal from Benike for IEA space renovation was presented.

MOTION: Rob Mathias moved, Don Leathers seconded to approve the proposal from Benike for IEA space renovation.

Information and Sharing

Program Manager Updates. Amy Grover provided a written summary report with updates for Local Government, Student Programs, Professional Learning, Wood Lake Meeting Center, Cooperative Purchasing, STEM Forward, Facilities Management, Outreach, and Wellness.

Next Meeting and Adjournment

The January 2019 Board meeting date is Wednesday, January 23, 2018 at 5:30 PM. The Finance Committee will meet at 5:00 PM.

MOTION: Lynn Gorski moved, Mike Christensen seconded to adjourn the meeting at 5:27 PM. Motion passed.

Brein Maki, Clerk

CALENDAR

2018 and 2019 Board Meeting Schedule – Meetings are located in the Wood Lake Meeting Center at Southeast Service Cooperative and start at 5:30 PM unless otherwise noted.

<u>2018 Meeting Schedule</u>	<u>2019 Meeting Schedule</u>
Wednesday, January 24, 2018 - ANNUAL MEETING	Wednesday, January 23, 2019 - ANNUAL MEETING
Wednesday, February 28, 2018	Wednesday, February 27, 2019
Wednesday, March 28, 2018	Wednesday, March 27, 2019
Wednesday, April 18, 2018	Wednesday, April 17 - based on school renewal
Wednesday, May 23, 2018	Wednesday, May 22, 2019
Wednesday, June 27, 2018	Wednesday, June 26, 2019
NO REGULAR MEETING IN JULY	NO REGULAR MEETING IN JULY
JULY 11-13, 2018 MSC Board Conference	JULY 10-12, 2019 MSC Board Conference
Wednesday, August 15, 2018 - THIRD WED to approve Local Govt Pool	Wednesday, August 21, 2019 - THIRD WED to approve Local Govt Pool
Wednesday, September 26, 2018	Wednesday, September 25, 2019
Wednesday, October 24, 2018	Wednesday, October 23, 2019
Monday, November 19, 2018	Wednesday, November 27, 2019 - Alt Nov. 21
Wednesday, December 19, 2018	Wednesday, December 18, 2019 - THIRD WED

- **Minnesota Service Cooperatives (MSC) Board: Mike Christensen** elected at the June 2014 Board meeting to a four-year term on the MSC Board July 1, 2014 through June 30, 2018. **Mary Blair-Hoeft** elected at the June 2015 Board meeting to a four-year term on the MSC Board July 10, 2015 through June 30, 2019.
- **Cooperative Purchasing Connection (CPC) Board: Mary Blair-Hoeft**
- **Minnesota Healthcare Consortium (MHC) Board: Lynn Gorski**
- **Association of Education Service Agencies Conference:** Nov 28- Dec 1, 2018 in Colorado Springs, CO
MN Service Cooperatives Board Conference: Wednesday-Friday, July 10-12, 2019 in Duluth, MN

2018 Board Committees

- Finance – Karla Bauer, Mike Christensen, Lynn Gorski, Mary Blair-Hoeft, Tess Arrick-Kruger
- Personnel – Carol Cravath, Rob Mathias, Lynn Gorski, Bree Maki, Tess Arrick-Kruger
- Policies – Carol Cravath, Karla Bauer, Rob Mathias, Jason Marquardt, Bree Maki
- Bylaws – Karla Bauer, Rob Mathias, Mike Christensen, Mary Blair-Hoeft, Don Leathers
- Canvassing – Lynn Gorski, Bree Maki