

Southeast Service Cooperative Board of Directors Meeting
5:30 PM, Wednesday, June 27, 2018
Finance Committee met at 4:00 PM preceding the Board Meeting

Present: Theresa Arrick-Kruger, Karla Bauer, Mike Christensen, Carol Cravath, Lynn Gorski, Don Leathers, Brein Maki, Rob Mathias

Absent: Mary Blair-Hoeft, Jason Marquardt

Ex-Officio: Steve Sallee

Staff: Dale Walston, Amy Grover, Bill Colopoulos, Kari Kubicek

Call to Order

Meeting called to order at 5:30 PM by Chair Tess Arrick-Kruger, who declared a quorum.

Organizational Items

MOTION: Mike Christensen moved, Carol Cravath seconded to approve and accept the agenda. Motion passed.

Hearing of Reports - Information

Professional Development Report. Kari Kubicek, Program Manager, provided an update on the Micro Credentialing Statewide Project, being developed at the Minnesota Service Cooperative level. Micro credentials provide a model of professional development that is competency-based, on-demand, personalized, and shareable. Each region will be looking for pilot districts in the coming year. In addition, Kari and a team of SSC staff have been exploring ways to implement professional development around the concept of design thinking. The group is specifically looking at a cohort model to support districts in finding solutions to challenges faced in supporting student mental health, using the design thinking framework and process. Kari also shared that the Southeast Perkins Consortium (Goodhue County Education District), Zumbro Education District, Southeast Service Cooperative, and Workforce Development Inc. have been meeting on a monthly basis to explore potential partnership opportunities as a means of working together to innovate and support the region in CTE and STEM learning for in-demand careers.

School Pool Renewal. Bill Colopoulos provided a renewal update, sharing that all districts have renewed, and the process went very smoothly.

Executive Director Report. Steve Sallee shared that the Town Hall Meeting (June 13) and Legislative Wrap Up (June 14) were well attended. The Town Hall included several breakout sessions, vendor interactions, and the feedback was very positive. Steve reminded the group that the MSC Summer Conference is July 11-13. The Bylaws Committee Meeting will meet in August to make a few changes in our by-laws. He also asked Amy Grover to share a proposed timeline for SSC's strategic planning process, which will include a Board session during the regularly scheduled meeting on December 19.

Sample Evaluation Tools and Timeline. Steve shared some examples from other Service Cooperatives, including evaluation tools and timeline. Tess recommended adding a component about employee relations and external stakeholder to the selected tool, as well as documentation of information reported. She also proposed including goals and accomplishments related to SSC, RCE, and MSC.

Consent Agenda

MOTION: Carol Cravath moved, Karla Bauer seconded to approve and accept the items on the consent agenda: May meeting minutes, balance sheet and revenue expenses, bills, and other finance reports. Motion passed.

Operations

Approval of Contract for Dave Thompson. Steve reviewed the 2018-2019 contract for Dave Thompson, Facilities Management Consultant.

MOTION: Lynn Gorski moved, Don Leathers seconded to approve the contract. Motion passed.

Approval of 2018-2019 Budget. Dale Walston provided highlights from the comprehensive 2018-2019 budget document that was provided. The information was reviewed by the Finance Committee, which recommended approval by the full Board as proposed.

MOTION: Karla Bauer moved, Rob Mathias seconded to approve the 2018-2019 budget. Motion passed.

Next Meeting and Adjournment

There will be no July Board Meeting due to the MSC Board Conference on July 11-13. The August 2018 regular Board meeting date is Wednesday, August 15, 2018 at 5:30 PM (preceded by the Finance Committee at 5:00 PM).

MOTION: Bree Maki moved, Don Leathers seconded to adjourn the meeting at 6:28 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, 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
Wednesday, November 28, 2018	Wednesday, November 27, 2019 - Alt: Nov 21

MSC (MN Service Cooperatives) Board Meetings: 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. The next date is July 11, 2018 in conjunction with MSC Board Conference.

MN Service Cooperatives Board Conference 2018

Wednesday-Friday, July 11 – 13 at Cragun’s Resort, Brainerd

CPC Board (Cooperative Purchasing Connection): Mary Blair-Hoeft

MHC Board (Minnesota Healthcare Consortium): Lynn Gorski and Steve Sallee

- Wednesday, May 2, 2018, Time 3:30 – 5:30 PM at Resource Trg & Solutions, Sartell
- Wednesday, July 11, 2018, Time 3:30 – 5:30 PM, Cragun’s Resort

Association of Education Service Agencies Conference

- 2018: November 28 – December 1, Colorado Springs, Colorado