



MINUTES

Regular Board Meeting

5:30 PM - Wednesday, October 28, 2020
via Zoom Videoconferencing

- PRESENT:** Chair Mary Blair-Hoeft, Board Treasurer Lynn Gorski, Board Clerk Jean Roth, Member Tess Arrick-Kruger, Member Mike Christensen, Member Don Leathers, Member Jason Marquardt, Member Monica Sveen-Ziebell
- ABSENT:** Vice Chair Bree Maki
- EX-OFFICIO:** Steve Sallee
- STAFF:** Amy Grover, Dale Walston

10/28/2020 4:45 PM Finance Committee Meeting Participants:

Tess Arrick-Kruger, Mike Christensen, Lynn Gorski, Mary Blair-Hoeft, Jean Roth

1. **CALL TO ORDER - MARY BLAIR-HOEFT**

Meeting was called to order at 5:32 PM by Chair Mary Blair-Hoeft. A quorum was declared.

2. **APPROVAL OF AGENDA**

Member Monica Sveen-Ziebell made a motion to approve the agenda. Member Jason Marquardt seconded the motion. Motion passed unanimously.

3. **HEARING OF REPORTS – INFORMATION**

Holmes Murphy Introduction. Brooks Deibele, Regional Market Leader of Employee Benefits at Holmes Murphy, provided an overview of the services and supports being provided through his company on behalf of the Minnesota Healthcare Consortium.

CCOGA Renewal Updates. Bill Colopoulos provided an update on groups renewing effective January 1, 2021.

Program Manager Report. Amy Grover provided a written report and verbal updates on progress and planning for Student Programs, Wellness, Professional Development, Workforce Development, STEM Forward, and Wood Lake Meeting Center.

Executive Director Report. Steve Sallee provided a written report and verbal updates on the SSC Board nominations, impacts of COVID on the Wood Lake Meeting Center, and the AASA certification program that we are hosting.

4. **CONSENT AGENDA**

Member Lynn Gorski made a motion to approve and accept the items on the consent agenda, including minutes of September meeting, September balance sheets and revenue expenses, September bills, MHC Board minutes, and minutes from the October SAC meeting. Member Jean Roth seconded the motion. Motion passed unanimously.

5. **SPECIFIC AGENDA**

Policy

- This month was the second reading of the updated Bylaws document. The proposed edit adds a new category to our Governing Board, which would be one appointed position who is a resident in our 11 county region, with expertise based on priorities set by the Board of Directors. Potential candidates will be encouraged to apply by written application and then selected and appointed by the current Board members. This position would be in addition to the three Local Government positions, and six School positions.

Member Tess Arrick-Kruger made a motion to approve the updated Bylaws. Member Jean Roth seconded the motion. Motion passed unanimously.

Personnel

- Member Mike Christensen made a motion to approve Dylan Mackey's resignation effective October 16, 2020. Member Jason Marquardt seconded the motion. Motion passed unanimously.
- Member Mike Christensen made a motion to approve the Regional Insurance Specialist job description and Gallagher recommendation for band/grade. Member Monica Sveen-Ziebell seconded the motion. Motion passed unanimously.
- Member Jason Marquardt made a motion to approve the 2020-2021 Executive Director's goals. Member Lynn Gorski seconded the motion. Motion passed unanimously.

Operations

- Member Mike Christensen made a motion to approve Cannon Valley Special Education Cooperative joining the health insurance pool, effective January 1st 2021. Member Monica Sveen-Ziebell seconded the motion. Motion passed unanimously.
- Steve Sallee, Amy Grover, and Dale Walston shared a broad overview of timeline and investment for upgrading our database.

6. **ADJOURNMENT AND NEXT MEETING DATE**

The next Board meeting date is Wednesday, November 18, 2020, at 5:30 PM.

Member Lynn Gorski made a motion to adjourn the meeting at 6:17 PM. Member Tess Arrick-Kruger seconded the motion. Motion passed unanimously.

Jean Roth, Board Clerk

CALENDAR

2020 and 2021 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>2020 Meeting Schedule</u>	<u>2021 Meeting Schedule</u>
Wednesday, January 22, 2020 – ANNUAL MTG	Wednesday, January 27, 2021 – ANNUAL MTG
Wednesday, February 26, 2020, 9:00 AM	Wednesday, February 24, 2021
Wednesday, March 25, 2020	Wednesday, March 24, 2021
Wednesday, April 22, 2020	Wednesday, April 28, 2021
Wednesday, May 20, 2020	Wednesday, May 26, 2021
Wednesday, June 24, 2020	Wednesday, June 23, 2021
NO REGULAR MEETING IN JULY	NO REGULAR MEETING IN JULY
JULY, MSC Board Conference, July 8-10, 2020	JULY, MSC Board Conference
Wednesday, August 26, 2020	Wednesday, August 25, 2021
Wednesday, September 23, 2020	Wednesday, September 22, 2021
Wednesday, October 28, 2020	Wednesday, October 27, 2021
Wednesday, November 18, 2020	Wednesday, November 17, 2021
Wednesday, December 16, 2020, 9:00 AM	Wednesday, December 15, 2021

Minnesota Service Cooperatives (MSC) Board: Brein Maki and Mike Christensen elected to complete four-year terms on the MSC Board January 1, 2020, through December 31, 2023.

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

Minnesota Healthcare Consortium (MHC) Board: Lynn Gorski

Finance Committee: Mike Christensen, Lynn Gorski, Mary Blair-Hoeft, Tess Arrick-Kruger, Jean Roth

Personnel Committee: Monica Sveen-Ziebell, Don Leathers, Brein Maki, Tess Arrick-Kruger, Mary Blair-Hoeft

Policies/Bylaws Committee: Don Leathers, Monica Sveen-Ziebell, Jason Marquardt, Jean Roth, Bree Maki

Canvassing Committee: Bree Maki and Mary Blair-Hoeft

Association of Education Service Agencies Conference: December 2-4, 2020 VIRTUAL

MN Service Cooperatives Board Conference: Canceled for 2020