Board of Directors

June 12, 2023

Minutes 4pm -7pm

Board of Directors Members Present: Derek Cooley, Concetta Lewis, Lauren Eardley, Renee Thelen, Sue Toth, Deb Zelinsky, Mary Zann, Crystal Cutler, Kirsten Myers, Deana Tuczek

Members Absent: Karlie Parker

Other Attendees: Abby Cypher, Kristine Gullen, Antonio Rodriguez, Kathy Barker, Lindsey Zeller

Function of A Board:

1. Approve the outcomes the association seeks to accomplish as an enterprise.
2. Ensure that resources necessary for achieving the outcomes are available and used efficiently.
3. Ensure the desired outcomes are being achieved.

Call to Order at: 4:05 pm

1. Consent Agenda
    a. Approval of minutes from April 10, 2023 meeting
    b. Approval of the June 12, 2023 Board Meeting Agenda
    c. Approval of Financial Statements
    d. Approval of Morgan Stanley Account opening (per April BOD discussion)
    e. Appointment of Secretary for 2023-2024- Sue Toth
    f. Appointment of Treasurer for 2023-2024- Karlie Parker
        i. Motion - Renne Thelen
        ii. Second - Crystal Cutler
        iii. Discussion - None
        iv. Result- Motion carries

2. Board Business
    a. Preview Election Winners Derek shared the results of the election with the group
    b. Confirm Leadership List Lindsey shared the link with the BoD and asked that they highlight their information in green once they have verified that it is correct.
    c. Updated Financial Procedures Tony shared the Financial Procedures process and highlighted any changes. Derek shared that additions were made to accommodate applying for federal grants.
        i. Motion - Concetta Lewis
        ii. Second - Crystal Cutler
        iii. Discussion - none
        iv. Result- Motion passed
    d. Updated Operational Procedures Abby & Lindsey presented the updated Operational Procedures manual to the board for approval.
        i. Motion - Lauren Eardley
        ii. Second - Deana Tuczek
        iii. Discussion - None
        iv. Result- Motion carries

e. Website Project Proposal Lindsey shared the project attached for board approval and discussed how it ties into the Strategic Plan. Renee Thelen stated that she likes the opportunity for members to contribute to the work of MAASE without the ability to commit long-term
    i. Motion - Renee Thelen
    ii. Second - Concetta Lewis
    iii. Discussion - None
    iv. Result- Motion carries
f. Executive Director Contract Renewal for 2023-2024 Derek shared that Abby's contract was due to be renewed for the next 12 months and asked for board action with the presented contract.
    i. Motion - Deana Tuczek
    ii. Second - Sue Toth
    iii. Discussion - None
    iv. Result- Motion carries

3. Mega Issues
    a. Professional Learning Steering Committee Update Renee Thelen Walked the group through the attached update. The committee reviewed the timing and identified that meetings should be held regularly in a way that makes better sense for out the committee can assist and support the variety of PL events
    b. February Professional Learning Abby shared the idea and need of having a satellite option in the UP for the February PL. Deb Z offered to support the UP location.
        i. Satellite location in the UP
        ii. Discussion with the attorneys
        iii. Technology for CPLW
        iv. RFP for possible site options
    c. MITTIN Update Derek shared that the committee has finalized their strategic plan. He feels that the committee is moving from development into implementation. The committee will continue to develop content until they feel it's a complete library. Kristine shared that the MITTIN committee is seeking a federal grant to support the work and progress
    d. Alternate Route Partnership Update Kathy shared an update on Alternate Route, that a lot of work is happening behind the scenes to make progress. MAASE will need to create a partnership with a current alt route provider such as MASA or MEMSPA. Pursue getting language in school code changed.
        i. MDE Update
        ii. Partnerships
            1. Possibilities
            2. Non-negotiables
        iii. Vendor Support

4. Other
    a. General Membership Meeting Agenda
    b. CASE Report

5. Adjourn meeting
    a. Motion- Deb Zelinski
    b. Second- Deana Tuczek
    c. Discussion- None
    d. Result- Motion carried
    e. Time- 4:59pm