Southeast Service Cooperative

Board of Directors Regular Board Meeting
Wednesday, January 24, 2024
MINUTES

ATTENDED IN PERSON: Chair Bree Maki, Vice Chair Jean Roth, Treasurer Jason Marquardt, Member Brian Grudem

ATTENDED VIA ZOOM: Clerk Monica Sveen-Ziebell, Member Lynn Gorski, Member Mary Urch, Member Tess Arrick-Krueger

UNABLE TO ATTEND: Member Don Leathers

EX-OFFICIO: Steve Sallee

STAFF: Dale Walston, Christi Fosland

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

Bree Maki and the returning board members welcomed new board member Brian Grudem. Brian comes from the city of Zumbrota.

Election of Officers

Board Chair

Jean Roth nominated Bree Maki for Board Chair. Jason Marquart seconded. There being no further nominees, a unanimous ballot was cast for Bree Maki for Board Chair.

Board Vice Chair

Jason Marquart nominated Jean Roth for Vice Chair. Bree Maki seconded. There being no further nominees, a unanimous ballot was cast for Jean Roth for Vice Chair.

Board Treasurer

Jean Roth nominated Jason Marquart for Treasurer. Lynn Gorski seconded. There being no further nominees, a unanimous vote was cast for Jason Marquart for Treasurer.

Board Clerk

Jean Roth nominated Monica Sveen-Ziebell for Clerk. Jason Marquart seconded. There being no further nominees, a unanimous vote was cast for Monica Sveen-Ziebell for Clerk.

The Chair, Bree Maki, appointed committees as follows:

Finance Committee

Jason Marquart, Bree Maki, Jean Roth, Lynn Gorski

Personnel

Tess Arrick-Krueger, Monica Sveen-Ziebell, Bree Maki, Jean Roth

Policy/Bylaws

Jason Marquart, Monica Sveen-Ziebell, Brian Grudem, Jean Roth, Mary Urch

Canvassing
Jean Roth, Don Leathers

MSC
Bree Maki, Jean Roth

Cooperative Purchase
Monica Sveen-Ziebell as primary, Jean Roth as backup

Minnesota Health Care Consortium
Lynn Gorski as primary, Jason Marquart as backup

Jason Marquart made a motion, seconded by Lynn Gorski to approve the above appointments. The motion passed unanimously.

Tess Arrick-Krueger moved and Monica Sveen-Ziebell seconded to approve the agenda. It was approved unanimously.

HEARING OF REPORTS
Executive Director Report -Steve Sallee updated the board. He started with an update on the READ Act and the changes to staffing necessary for that plan. The PELSB visit for Project MOMENTUM will be next week. The site visit is part of the process of becoming an approved unit to provide second licenses for teachers in the area of English as a second language. City and county outreach continues. Steve talked about potential changes in the health insurance organization.

Program Manager Report- Amy Grover provided a written report. Steve emphasized the February SE MN Together event.

CONSENT AGENDA
Jean Roth made a motion, seconded by Tess Arrick-Krueger, to approve and accept the items on the consent agenda including minutes of the December board meeting, December balance sheet, December revenue expense, December bills, mileage rate change to .67 effective January 1, 2024, 2024 board meeting presentation schedule, designation of depositor as US Bank Minnesota school district liquid asset fund (MSDLAF) Moreton Capital Market, and designation the Post Bulletin as the official newspaper/publication. The motion passed unanimously.

SPECIFIC AGENDA

Policy

Personnel

Operations
Jean Roth made a motion, seconded by Lynn Gorski to approve the 2024-2025 board meeting schedule. The motion passed unanimously.

Brian Grudem made a motion, seconded by Mary Urch to approve the 2025-2026 board meeting schedule. The motion passed unanimously.

Jason Marquart made a motion, seconded by Tess Arrick-Krueger to approve the Pay Equity job report. The motion passed unanimously.

Monica Sveen-Ziebell made a motion, seconded by Brian Grudem to approve the acceptance of $1,000 in sponsorship from Akkerman for Career Readiness. The motion passed unanimously.

Programs

Information and Sharing
The board reviewed the SSC Foundation Balance Sheet.

Old Business- none

ADJOURNMENT AND NEXT MEETING
Jason Marquart made a motion, seconded by Jean Roth, to adjourn the meeting at 6:14 PM. The motion passed unanimously.

The next SSC Board meeting will be held on February 28, 2024, at 5:50 PM.

Respectfully submitted by Christi Fosland, Educational Support Coordinator

2024 Meeting Schedule
Wednesday, January 24, 2024
Wednesday, February 28, 2024
Wednesday, March 27, 2024
Wednesday, April 24, 2024
Wednesday, May 22, 2024
Wednesday, June 26, 2024
JULY – NO MEETING (MSC Summer Conference)
Wednesday, August 28, 2024
Wednesday, September 25, 2024
OCTOBER – Date and location to be set (virtual if needed)
Wednesday, November 20, 2024
Wednesday, December 18, 2024