

**TrekNorth Junior & Senior High School
Board of Directors Meeting
June 7th, 2011
6:00 pm Committee Meetings/Board Meeting Minutes**

Members present: Julia Conlon, Jodie Olson, Deb LaRue, Kristin Gustafson, Rose Hawkins, Deb Carlson-Doom, Kirby Ganske, Mike Huerbin, Jeff Jones, New member- Mary Carlson

Members absent:

**Ex-Officio members present: Dan McKeon, Executive Director
Kari Munson, Business Manager**

Guests: Paul Diehl, Diehl Project Management

Formal Agenda: Call to order 6:55 p.m.

Mission Statement: TrekNorth prepares young people to make a positive difference in their local and global communities.

I. Welcome to New Member, Mary Carlson

M/S/C Motion to amend the agenda- Move Facility committee report to III. And closed meeting to end of meeting. Add to new business Students First and Certify Board Election. Rose Hawkins, Deb LaRue

II. Consent Agenda

- A. Previous Meeting Minutes
- B. Board Financials

M/S/C, Motion to approve the agenda, Deb Carlson-Doom, Kristin Gustafson

III. Guests-Paul Diehl, Diehl Project Management

- Facility Committee
 - Financial Motion

M/S/C, Motion to approve the Joint MN SBDC (Minnesota Small Business Development Center) and TrekNorth Jr & Sr High School facility expansion proposal. Kristin Gustafson, Mike Huerbin

- RFP Motion

M/S/C, Motion to approve the RFP as amended by Diehl Project Management Inc. Deb LaRue, Kirby Ganske

- Committee Timeline Update

a. No action taken, timeline given

IV. Executive Director Monthly Report

- Report Given, No action taken

-

V. Committee Report

M/S/C Motion to extend the meeting past 8:00 p.m. Deb Carlson-Doom, Kristin Gustafson

A. Finance Committee

- 2011-12 Budget

M/S/C, Motion to approve the 2011-2012 budget as presented. Jeff Jones, Deb LaRue

M/S/C, Motion to approve the strategic spend down of the fund balance in the 2011-12 school year for program development and technology \$30,000. Deb Carlson, Kristin Gustafson

- Audit Contract

M/S/C, Motion to approve the Audit contract with Miller/McDonald for \$8775, which includes audit \$7,825 and preparation of federal form 990 for \$950. Kristin Gustafson, Jeff Jones

- Extra curricular Contracts (10-11)

M/S/C, Motion to approve ex curr. contracts:

Adam Lanz- Track= \$1250

Karen Bradley-Speech= \$1250

Deb Carlson-Doom, Rose Hawkins

- July 1 Administrative Contracts

M/S/C, Motion to approve July 1 contract:

Kirby Ganske, Operations Manager, \$37,575, Deb Carlson-Doom, Kristin Gustafson, Kirby Ganske-Abstained

M/S/C, Motion to approve July 1 contracts:

Kari Munson, Business Manager, \$47,000

Alison Drietz-McKeon, Student Support/Title Coordinator, \$39,250

Jeff Jones Kirby Ganske,

- ISES Contract

M/S/C, Motion to approve Contract with ISES for the 2012 School Year. Deb Carlson-Doom, Kristin Gustafson

- GASB 54

M/S/C, Motion to approve the Fund Balance Policy as Presented. Jeff Jones, Kristin Gustafson

- Transfer of Funds

M/S/C, Motion to transfer \$500 from Fund 01 Ojibwe Knowledge Bowl (\$365.00) and Prom (\$135.00) to Fund 08 for 10-11 scholarships. Kristin Gustafson, Deb Carlson-Doom

- CD Discussion

M/S/C, Motion to allow Kari Munson, Business Manager, to cash in CD of \$81,889.50 if needed for cash flow over summer 2011. Deb LaRue, Jeff Jones

B. Program Committee

- Preliminary 2011 In Service Plan- no action taken
- Hiring Committee
No action taken

VII. New Business

A. Certify New Board Members

M/S/C Motion to Certify New Board Member, Deb Carlson reelected with 33 votes, Kristin Gustafson Reelected with 34 votes, Rose Hawkins reelected with 32 votes, Mary Carlson was elected with 31 votes. Other votes counted- Andy Wiggins (1) and Melanie Wilson (3). Deb Carlson Doom, Jeff Jones

B. Preliminary Testing Report

Report given, no action taken

C. Students first

Report given, no action taken

We will explore the option of contributing to the program.

More information requested in order to make a decision

M/S/C Motion to Close the Meeting, Kirby Ganske, Kristin Gustafson

VIII. Adjournment

