

Cooperative Educational Service Agency 3 Board of Control (BOC) Meeting Minutes

Thursday, July 26, 2021 – 8:30 p.m.

The Meeting of the Board of Control of the CESA 3 Agency was called to order by Chair Mike Humke at 8:30 p.m. on Thursday, July 26, 2021. Roll call was taken, with the following Board members in attendance: Member(s) not participating: Wendi Stitzer.

Chair Humke noted the official posting of the meeting by the Proof of Public Notice and the Agenda. A motion was made by Bob Hermanson and seconded by Gary Andrews that the Proof of Public Notice and Adoption of the Agenda be sufficient under the requirements of the open meeting law and be declared the official Agenda of the meeting. Upon voice vote, with all members voting aye, motion carried.

No public comment.

Board Reorganization:

Election of Officers for the Board of Control for the 2021-2022 year was held -

A motion was made by Bob Hermanson and seconded by April Jennings nominating Mike Humke as Chair. Upon voice vote, with all members voting Aye, motion carried. **Mike Humke will be Chair of the CESA 3 Board of Control for 2021-2022.**

A motion was made by Bob Hermanson and seconded by April Jennings nominating Janet Matthes as Vice-Chairperson. Upon voice vote, with all members voting Aye, motion carried. **Janet Matthes will be Vice-Chairperson of the CESA 3 Board of Control for 2021-2022.**

A motion was made by Gary Andrews and seconded by Chantel Hampton nominating Mark Johnson as Treasurer. Upon voice vote, with all members voting Aye, motion carried. **Mark Johnson will be Treasurer of the CESA 3 Board of Control for 2021-2022.**

Designation of Official Depository – we maintain our CESA 3 account with Community First Bank; the CESA Foundation account will remain at Clare Bank; and we maintain an account with the State of Wisconsin Trust Fund Depository. A motion was made by April Jennings and seconded by Renee Linscheid to approve the designation of official depository. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Chantel Hampton, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Resolution to Approve Line of Credit – CESA 3 Agency Administrator is hereby authorized to proceed with all action necessary within the legal limits for temporary borrowing of funds, if necessary, to operate during the 2021-2022 fiscal year. A motion was made by April Jennings and seconded by Chantel Hampton to approve the Resolution to Approve Line of Credit. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Chantel Hampton, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Minutes:

A motion was made by Kim Schmelz and seconded by Chantel Hampton to approve the minutes of the regular meeting on June 28, 2021. Upon voice vote, with all members voting Aye, motion carried.

Financial Report:

Disbursements - the Board reviewed the A/P detail check register. Just completed claims in the amount of \$581,000; will have a detailed report in August. A motion was made by Janet Matthes and seconded by April Jennings to approve the disbursements as presented. Upon roll call vote, the following Board Members voted Aye: Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Chantel Hampton, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Action Items:

Consider Vehicle Purchases – we are in need of purchasing two additional vehicles for new CESA 3 Itinerant Staff. Jamie has found two Ford Echo Sports (2021 - \$20,543.50 and 2020 SE - \$20,619.50). A motion was made by Renee Linscheid and seconded by Mark Johnson to approve purchase of the two Ford Echo Sports. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Chantel Hampton, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Consider Retirement of Occupational Therapist – Mary Mayo has made the decision to retire before the start of this school year. Mary Mayo has been employed with CESA 3 since August 1987. A motion was made by Chantel Hampton and seconded by April Jennings to approve the retirement of Mary Mayo. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Chantel Hampton, Bob Hermanson, Mike Humke, April Jennings, Mark Johnson, Renee Linscheid, Janet Matthes, Kim Schmelz, and JoAnn Wiederholt. Members voting no: none. Motion carried.

Consider Hiring Occupational Therapist (if available) – tabled until next month.

Head Start has expressed an interest in renting office space here at CESA 3. Jamie will speak with Kim Trumm, bring to next month's meeting.

The next regular Board of Control Meeting will be held MONDAY, August 23, 2021 at 6:30 p.m. at CESA 3.

There being no further business to discuss, a motion was made by April Jennings and seconded by Renee Linscheid to adjourn the meeting at 9:30 p.m. Upon voice vote, with all members voting Aye, motion carried.