

Cooperative Educational Service Agency 3

Board of Control (BOC) Meeting Minutes

Monday, September 26, 2022

The Meeting of the Board of Control of the CESA 3 Agency was called to order by Chair Mike Humke at 6:30 p.m. on Monday, September 26, 2022.

Chair Mike Humke led the Board Members in the Pledge of Allegiance.

Roll call was taken, with the following Board members in attendance or *participating online: *Gary Andrews, *Benjamin Gavinski, Bob Hermanson, Mike Humke, Mark Johnson, *Kim Schmelz, and Wendi Stitzer. Member(s) who were not in attendance: Chantel Hampton, April Jennings, Janet Matthes, and Kristin Spurley.

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.

MINUTES: A motion was made by Benjamin Gavinski and seconded by Gary Andrews to approve the minutes of the regular meeting on August 22, 2022. Upon voice vote, with all members voting Aye, motion carried.

FINANCIAL REPORT:

Disbursements - The Board reviewed the A/P detail check register for August 2022. A motion was made by Bob Hermanson and seconded by Benjamin Gavinski to approve the disbursements as presented. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Benjamin Gavinski, Bob Hermanson, Mike Humke, Mark Johnson, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

INFORMATION:

Audit Update - Audit went well and was completed in one day on August 29, 2022.

Building & Grounds - Discussed the top 5 goals voted upon by the Board of Control for next two years.

1. Build a kitchen in the area occupied by Conference Room E to include a serving window facing the Bistro area.
2. Insulate ductwork to limit water vapor causing ceiling tiles to be stained.
3. Set up an account to contribute an annual amount for building & grounds unforeseen repairs/emergencies.
4. Replace stained ceiling tiles.
5. Two goals received same number of votes:
 - a. Replace loading dock platform.
 - b. Expand the space in Conference C/D into southside existing rooms.

ACTION ITEMS:

Consideration to create CESA 3 emails for Board of Control Members so Folders and Board Materials can be provided in

Board of Control Accounts: After discussion, the Board took no action.

Approve Building and Grounds Priorities and Approve which of the Building and Grounds Priorities are to be completed with 2022-2023 fiscal year budget dollars: A motion was made by Bob Hermanson and seconded by Wendi Stitzer to approve the Building and Grounds voted priorities and to proceed with the completion of stated goals with the 2022-2023 fiscal year budget dollars. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Benjamin Gavinski, Bob Hermanson, Mike Humke, Mark Johnson, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

Approve Additional Vehicle Purchase/Trade in an effort to reduce mileage and use for towing CTE kits.

A motion was made by Wendi Stitzer and seconded by Mark Johnson to approve the additional vehicle purchase/trade in an effort to reduce mileage and use for towing CTE kits. Upon roll call vote, the following Board Members voted Aye: Gary Andrews, Benjamin Gavinski, Bob Hermanson, Mike Humke, Mark Johnson, Kim Schmelz, and Wendi Stitzer. Members voting no: none. Motion carried.

Establish Date and Time of the Next Board of Control Meeting:

After discussion concerning October meeting conflicts such as school district annual meetings, the Board agreed on an earlier meeting time to help avoid potential conflicts and encourage attendance. **The next regular Board of Control Meeting will be Monday, October 24, 2022, at 5:00 p.m.**

The discussion of Board of Control meeting conflicts also included December's BOC meeting that was scheduled for Monday, December 26th, the day after a holiday. **The Board agreed to reschedule the December meeting for Monday, December 19, 2022, at 5:30 p.m.**

There being no further business to discuss, a motion was made by Wendi Stitzer and seconded by Bob Hermanson to adjourn the meeting at 7:34 p.m. Upon voice vote, with all members voting Aye, motion carried.