

Cooperative Educational Service Agency 3

Board of Control (BOC) Meeting Minutes

Monday, March 18, 2024

The Meeting of the Board of Control of the CESA 3 Agency was called to order by Chair Mike Humke at 5:04 p.m. on Monday, March 18, 2024.

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: *Joni Heisner, *Bob Hermanson, Mike Humke, Adam Jackson, *Janet Matthes, and Wendi Stitzer. Member(s) who were not in attendance: Gary Andrews, Benjamin Gavinski, April Jennings, Mark Johnson, and Kim Schmelz.

Chair Mike 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 **Adam Jackson** 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 **Joni Heisner** and seconded by **Janet Matthes** to approve the minutes of the regular meeting on [February 26, 2024](#). Upon voice vote, with all members voting Aye, motion carried.

FINANCIAL REPORT:

Disbursements - the Board reviewed the A/P detail check register for [February 2024](#). A motion was made by **Bob Hermanson** and seconded by **Wendi Stitzer** to approve the disbursements as presented. Upon roll call vote, the following Board Members voted Aye: Joni Heisner, Bob Hermanson, Mike Humke, Adam Jackson, Janet Matthes, and Wendi Stitzer. Members voting no: none. Motion carried.

2023-2024 Budget Status - Jamie Nutter provided an overview of the budget status.

INFORMATION:

1. **Overview of Literacy Services and Act 20 Training.** Meredith Biba, Lisa Arneson, Brad Van Epps, Jim Addison, and Brad Van Epps provided an organized and informative overview of [CESA 3 Literacy Services and Act 20 Training](#) for Board of Control members.
2. **CESA 3 Team Appreciation & Reunion Party is scheduled for Wednesday, May 22, 2024, with Social hour starting at 4:00 p.m. and Dinner/Recognitions starting at 5:00 p.m.** Jamie Nutter invited Board of Control members to the upcoming event.
3. **Present the Board of Control Meeting Schedule for 2024-2025.** Jamie Nutter presented the Board of Control meeting schedule for the 2024-2025 school year.

ACTION ITEMS:

1. **Consider approval for the Annual Delegate Convention date to Tuesday, August 6, 2024, at 6:00 p.m., with the Board of Control Meeting to immediately follow the Annual Delegate Convention.** A motion was made by **Bob Hermanson** and seconded by **Joni Heisner** to approve the Annual Delegate Convention date of Tuesday, August 6, 2024, at 6:00 p.m., with the Board of Control Meeting to immediately follow the Annual Delegate Convention. Upon roll call vote, the following Board Members voted Aye: Joni Heisner, Bob Hermanson, Mike Humke, Adam Jackson, Janet Matthes, and Wendi Stitzer. Members voting no: none. Motion carried.
2. **Adjourn to Closed Session Pursuant to State Statutes 19.85(1)(c) for the Purpose of Contract Discussion and Wage Increases for 2024-2025.** Board of Control Members took no action and remained in Open Session to discuss Wage Increases for 2024-2025.
3. **Remaining in Open Session and Take Action (if any) on Wage Increases for 2024-2025.** The Board Approved a 3% increase for all employees. Upon roll call vote, the following Board Members voted Aye: Joni Heisner, Bob

Hermanson, Mike Humke, Adam Jackson, Janet Matthes, and Wendi Stitzer. Members voting no: none. Motion carried.

Next regular Board of Control Meeting will be Monday, May 6, 2024, at 6:30 p.m.

There being no further business to discuss, a motion was made by [Wendi Stitzer](#) and seconded by [Adam Jackson](#) to adjourn the meeting at [5:50 p.m.](#) Upon voice vote, with all members voting Aye, motion carried.