

Cooperative Educational Service Agency 3

Board of Control (BOC) Meeting Minutes

Monday, September 23, 2024

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 23, 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: *Benjamin Gavinski, Joni Heisner, Bob Hermanson, Mike Humke, Adam Jackson, Mark Johnson, and Janet Matthes. Member(s) who were not in attendance: Gary Andrews, April Jennings, Kim Schmelz, and 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 [Janet Matthes](#) and seconded by [Bob Hermanson](#) 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 [Mark Johnson](#) and seconded by [Joni Heisner](#) to approve the minutes of the regular meeting on [September 9, 2024](#). Upon voice vote, with all members voting Aye, motion carried.

FINANCIAL REPORT:

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

INFORMATION:

1. Dr. Jamie Nutter reminded Board of Control members of completed Building & Grounds projects:
 - a. Cement Entrances & Retaining Wall
 - b. Parking lot resealed
 - c. Solar Security Cameras
 - d. Keyless Entry System
 - e. Conference Room B Improvements
2. Dr. Nutter informed Board Members that the Audit was done today, Monday, September 23, 2024.

ACTION ITEMS:

Create 2024-2025 Building & Grounds Goals (Review 23-24 B&G Goals) -

Dr. Jamie Nutter and the Board of Control members conducted the annual building walk-through to review the 2023-2024 Building & Grounds improvements and to identify potential improvements for 2024-2025. After the walk-through, the Board reconvened to discuss the suggested improvements. It was agreed that the compiled list would be shared with members for ranking before the next meeting. No action was taken at this time.

Next regular Board of Control Meeting will be Monday, October 28, 2024, at 6:30 p.m.

There being no further business to discuss, a motion was made by [Janet Matthes](#) and seconded by [Bob Hermanson](#) to adjourn the meeting at **7:56 p.m.** Upon voice vote, with all members voting Aye, motion carried.