

West Side Summit

Minutes

Board Meeting

Date and Time

Saturday December 19, 2015 at 10:00 AM

Location

West Side Summit

Board Members Present

A. Hendricks, E. Abdulle, E. Stein, M. Edison, R. Shanbhag, Y. Lerew

Board Members Absent

K. Kecker

Guests Present

K. Klinzing, Karen Thompson, S. Hanson, Terry Friedrichs

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

E. Stein called a meeting of the board of directors of West Side Summit to order on Saturday Dec 19, 2015 @ 10:15 AM at West Side Summit.

C. Approve Minutes

Y. Lerew made a motion to approve minutes from the Board Meeting on 11-17-15.

A. Hendricks seconded the motion.

The board **VOTED** to approve the motion.

D. Visitors speaking to items on the Board Agenda

Dr. Friederichs spoke to the Board about his teaching experience at West Side Summit in relation to the personnel consent agenda.

II. Consent Agenda

A. Consent Agenda Personnel Items

E. Stein made a motion to approve the consent agenda items as presented.

Y. Lerew seconded the motion.

The board **VOTED** unanimously to approve the motion.

Dr. Friederichs shared that he submitted his resignation letter under protest.

B. Vendor Contracts

E. Stein made a motion to approve the consent agenda items as presented.

Y. Lerew seconded the motion.

The board **VOTED** unanimously to approve the motion.

C. Required Reports

E. Stein made a motion to approve the consent agenda items as presented.

Y. Lerew seconded the motion.

The board **VOTED** unanimously to approve the motion.

III. Facility

A. Update on Status of Elevator Project

Ms. Klinzing shared updates on the facility proposal to add an elevator to the building. She also shared other necessary renovations for the future with electrical, plumbing, and parking updates.

IV. Finance

A. Review of the November Financials

Ms. Klinzing presented an overview of the November financial report with current assets of \$20,196 and current liabilities of \$56,701 on a line of credit, with a projected fund balance of \$9,722. The Board accepts the report as printed.

B. 2014-15 Audit

The Board reviewed the annual financial audit conducted by MMKR. The firm issued an unmodified opinion on the school's annual financial statements. The firm reported one finding regarding timely payment of government bills.

E. Stein made a motion to accept the 2015 audit.

R. Shanbhag seconded the motion.

The board **VOTED** to approve the motion.

V. Governance

A. Governance Committee Update

Ms. Edison shared that the Governance Committee will meet monthly to review policies and will present them each Board meeting for approval.

She also shared that the Board Retreat will take place on January 16 at 9:00 am at the Minnesota Comeback office.

B. Updated Conflict of Interest Policy

M. Edison made a motion to approve the Conflict of Interest Policy (210) as presented.

E. Stein seconded the motion.

The board **VOTED** to approve the motion.

C. Update and Add Required Policies

Board members will share proposed amendments in advance so that these policies will be adopted in January with any amendments.

VI. Development

A. Development Committee Update

Ms. Lerew shared that the development committee has developed plans to fundraise for the next calendar year.

Ms. Lerew invited Board members to make their contributions before the end of the month.

VII. Community Engagement

A. Update on Volunteer Capacity Building - AmericaCorps VISTA Project

B. Update from the Student and Family Engagement Coordinator

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:27 AM.

Respectfully Submitted,
M. Edison