**Board of Directors Meeting**

**Marine Village School**

**Thursday, May 19, 2022, at 700 PM**

**Via Zoom**

**In attendance:**

* Win Miller (President - Chair)
* Jennifer Cress (Community Director)
* Pete Gardner (Vice President)
* Brian Mader (Treasurer)
* Daryl Timmer (Board Member)
* Dave Dochniak (Board Member)
* Annette Smith (Citizen)
* Dave Peterson (MOChA)
* Brad Blue (MOChA)

**Apologies:**

* Carla Guinee (Secretary)
* Kelly Bock (Board Member)

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1. **Record Meeting**

Meeting recording started 7:00PM

1. **Call meeting to order**

Win called meeting to order at 7:03PM

1. **Approve the Agenda**

A couple of Items added:

* Stillwater Gazette and the Country Messenger under “Advertising and Promotion”
* Discussion item regarding changing the Board Meeting to 6:00PM

*Motion by Peter, seconded by Dave D., to approve agenda carried unanimously.*

1. **Approve Meeting minutes**

*Motion by Peter, seconded by Win, to approve the meeting minutes from our last meeting carried unanimously.*

1. **Community Director Report**

* Working with local paper to do digital and print ads (Gazette and Messenger).
* Carla went to Stillwater, Forest Lake and Scandia to deliver our June 11 Open House Postcards. Carla is updating the excel spreadsheet of places she has been so we can keep track.
* Coffee Pop Up in Stillwater scheduled for Tuesday 24 May from 9:00AM-10:30AM.
* Parent Meet up on Wednesday 18May was a successful evening. We didn’t get a huge turnout, but parents were able to ask lots of questions and give feedback.
* We will be setting up one-on-one meetings with families and Win and Carla (30-45 minute sessions.
* Scandia Farmer’s markets and Summer Tuesdays are confirmed and we will need volunteers each week.
* Working with our Mayor Kevin on a social media promotion.
* Ellie mentioned that there are 61 kids on the waiting list at River Grove.

1. **CSP Grant Update**

This is still in process, some signatures are required to be able to file this with the secretary of state.

1. **Policies to be acted on May 19**

*Motion by Peter, seconded by Daryl, to approve the following policies: Fair and Open Hiring Policies, Religion Policy, Crisis Management Policy, Mandated, Reporting of Maltreatment of Minors, and Charter leader Code of Ethics, carried unanimously.*

1. **Hiring Committee**

The Hiring Committee met, and the jobs will be posted on Monday 23 May. Win will share the Hiring Committee document that was put together via email with all board members. (Please review these documents and provide feedback).

1. **Enrollment**

Enrollment stands at 27 children. The latest enrollments come from Forest Lake, LILA, and Marine. These enrollments were for kindergarten, 1st and 4th Grade.

1. **Open Houses** 
   1. **Saturday, June 11.**
   2. **July 4** – we are still keeping this date as a possibility.
2. **Parent Meeting Wednesday, May 18, at 600PM**

* We had 5 parents representing 4 children. We had a great meeting, with lots of discussion and feedback from families. We discussed the Open Gym possibilities for playdates at the school for children who are enrolled.
* Jen will send an email with volunteer opportunities for families to get involved.

1. **Board** 
   1. Sign up calendar – this will be distributed amongst the board members and new employees as they join the school to share attendance of these events.
   2. Accept Brian Mader Resignation – Brian has been promoted at 3M and has a lot of added responsibilities; therefore, he has decided to resign from the Marine Village School Board. *Motion by Daryl, seconded by Pete, to accept Brian Mader’s resignation carried unanimously.*
2. **Pioneer Press Web Ads**
   1. 20,000 Emails X 2 – we got 452 clicks to go to our website.
   2. 100,000 Push down ads – targeting families with children.
   3. Stillwater Gazette – print ads will go in their paper and web papers.
   4. Country Messenger – print ads will go in their paper and web papers.
   5. Yard Signs – These are 30 dollars each and are very durable. These will be placed in parent’s yards, and other supporters with their permission.
3. **Facilities** 
   1. Office Furniture – we have put together a list of what we need. This will be organized with between Win and a community member.
   2. Clean up day TBD in May/June.
4. **Discussion Items**
   1. Technology – going ahead funded by the e-rate grant.
   2. Food Service – in progress.
   3. Transportation – beginning stages of discussion with a large provider.
5. **Change board meetings to 6:00PM?**

All board members on the call (Except Carla and Kelly) voted yes to change the meeting to 6:00PM. Win will reach out to Carla and Kelly to get their feedback.

1. **Next meeting via Zoom. Regular monthly meetings are 1st and 3rd Thursday of the month at 7PM.**
   1. Thursday, June 2, 2022 at 700 PM
   2. Thursday, June 16, 2022, at 700 PM
   3. Thursday, July 7, 2022, at 700 PM
   4. Thursday, July 21, 2022, at 700 PM
2. **Other items**

No other items were brought up for discussion.

1. **Adjournment**

Meeting was adjourned at 8:02pm