

## Board of Directors Meeting

Marine Village School

Thursday, January 5, 2023, at 6:00 PM - Via Zoom

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### In attendance:

- Dr. Kim Kokx (MVS Principal)
  - Win Miller (President – Chair)
  - Peter Gardner (Vice President)
  - Dave Dochniak (Board Member)
  - Kate McDearmon (Board Member)
  - Linda Tibbetts (Board Member)
  - Jennifer Cress (Board Member)
  - Daryl Timmer (Board Member)
  - David Peterson (Chair of Board of MN Office of Charter Authorizers)
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### I. Record Meeting

### II. Call meeting to order

Meeting called to order at 6:01 PM by Win.

### III. Approve the Agenda

The motion by Peter, seconded by Daryl, to approve the agenda was carried unanimously.

### IV. Approve Meeting minutes

The motion by Peter, seconded by Kate, to approve meeting minutes was carried unanimously.

### V. Executive Director Report

Kim reported there are 22 enrollments requesting lottery status for the 2023-2024 school year. Kim met with a former Minnesota Department of Education policy maker who offered services to write a Strategic Plan. Marine Mills Folks School will be offering five classes to students January through May at the charge of \$10 per student. Regarding the school's production of *Annie* in December, both nights sold out. The event was a huge community success. The Bake Sale and Silent Auction during the production at the Village Hall brought in \$675. Kim is working on the next production for the spring – *Aladdin* which will be held in the school.

### VI. Operations

Win said everything is going smoothly. Working with Washington County Health Department on evaluating kitchen for 2023-2024 opening.

**VII. Finance**

Financial Statements will be ready mid-January. Our CSP application is complete.

**VIII. Security**

Lights are on at night in the hallway. Keys and keypads are operational. We do not have a key for the warming house – Win is getting one from the city.

**IX. Promotions**

Working on Open House scheduling and how to use social media to encourage enrollment. Win said there is a work group regarding enrollment. Lisa White is taking over website administration. Jenn and Win are working on updating promotional materials.

**X. Transportation**

No Report.

**XI. Policies**

- a. Social Media Policy – Jenn moved, seconded by Kate, to adopt the Social Media Policy. Adoption passed unanimously.
- b. Cleaning Policy – Kate is working on drafting this policy. Potential umbrella policy stating intent and referring to documentation. Working on adding future training of staff/volunteers.

**XII. Board**

- a. Fundraising – Win and Linda working on extensive research and grant writing, as well as outreach to foundations, both community and private.

**XIII. Facilities**

- a. Snow Removal – Volunteer effort working.
- b. Cleaning – Major cleaning happened over holiday break.
- c. Skating Rink – Fire Department has been flooding the rink and it is almost ready to use.

**XIV. Authorizer Comments**

Dave Peterson said it has been a pleasure for him and other members of his board to see the progress made by Marine Village School regarding academics, governing, and finances. He is planning a site visit, to be scheduled after the spring break, to meet/interview students and staff.

**XV. Discussion Items**

Peter would like some research completed on liability regarding the skating rink. Win to investigate.

**XVI. Next meeting via Zoom. Regular monthly meeting is held on the first Thursday of the month at 6:00 PM.**

- a. Thursday, February 2, 2023
- b. Thursday, March 2, 2023

c. Thursday, April 6, 2023

**XVII. Adjournment**

Linda moved, seconded by Peter, to adjourn the meeting. Motion passed unanimously.

The meeting ended at 6:48 PM.