

Board of Directors Meeting

Marine Village School

Thursday, April 18, 2024, at 6:00 PM – In Person/Via Zoom

In attendance:

- Dr. Kim Kokx (MVS Principal) – Via Zoom
- Win Miller (President) – In Person
- Linda Tibbetts (Board Member) – In Person
- Jennifer Cress (Board Member) – Via Zoom
- Kate McDearmon (Board Member) – In Person
- Mike Lammi (Board Member) – In Person
- Peter Gardner (Vice President) – In Person
- Sarah Stivland (Board Member) – In Person
- Daryl Timmer (Board Member) – In Person

Absent:

- Cari McGlynn (Board Member)
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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

Pete, seconded by Daryl, to approve the agenda as presented. By roll-call vote: Win: yes; Linda: yes; Jen: yes; Kate: yes; Mike: yes; Peter: yes; Sarah: yes; Daryl: yes. Motion passed.

IV. Approve the Minutes

Kate moved, seconded by Mike, to approve the March 21, 2024, Minutes as presented. By roll-call vote: Win: yes; Linda: yes; Jen: yes; Kate: yes; Mike: yes; Peter: yes; Sarah: yes; Daryl: yes. Motion passed.

V. Financials

- a. Financial Report – Mike and Michelle from CLA presented the April Financial. CSP Grant submission is due June 10, 2024. It was noted that 130% of the budget is due, in large measure, to community fundraising.
- b. Fundraising – The Three-Peat Initiative is moving forward. We are looking for three more donors so we can unlock another \$40,000 in matching donations.
- c. Transportation – Thanks to the PTO, we have \$1,200 in our bus fund. That money was raised from last fall's bake sale. Hoglund Bus Company came out and inspected the two buses.
- d. Engaging an auditor for the FY23 Audit – No report.

- e. Consent Calendar/Payable Accounts – Win moved, seconded by Sarah, to approve the consent calendar, as presented. By roll-call vote: Win: yes; Linda: yes; Jen: yes; Kate: yes; Mike: yes; Peter: yes; Sarah: yes; Daryl: yes.;. Motion passed.

VI. Executive Director Report

Dr. Kokx reported many exciting things happening at the school. The naturalist from William O’Brien State Park is set to come to the school once a month to present nature facts to the students. The students are currently tracking blue birds that hatched at the park. The SPARK program is underway with Marine Mills Folk School. A Sheep Header will be putting on a demonstration in the coming weeks. MDE has released funding for a reading philosophy program called Letters Training which is based in the science of reading.

VII. Committee Reports

- a. Governance – The committee met on April 18, 2024, and are working on a list of items, including drafting/updating the Employee Handbook, a salary survey, job descriptions, and term practice guidelines. Per our insurance, Child Abuse Training must be taken by all staff.
- b. Academic – No report.
- c. Finance – The committee reported they need a hands-on accounting committee to handle financial issues so not everything comes before the board. It will not be a decision-making committee; rather, a research and recommendation committee.
- d. Community Outreach –
 - i. Parent Teacher Organization Meeting –
 - 1. Last Day of School – they are planning festivities for the last day of school. Make friends and send off to summer! PTO is brainstorming a fundraiser for the fall.
 - ii. Fundraising –
 - 1. Gala – June 22, 2024, at Stivland’s Barn. The PTO and the committee will be collaborating at an upcoming meeting.
 - 2. Enrollment – The committee is working on a postcard to be mailed to families with elementary age students.
- e. Facilities –
 - i. Outdoor Lighting – Kate has been in touch with the city regarding the exterior lighting as families leave the school after dark and more lighting is needed.
 - ii. Signage – Coordinating with Folk School on signage. The PTO would like to donate a portion of the cost, if not all.

VIII. Board Topics

- a. Mascot – Jen displayed a write-up and logo of the potential mascot Scout. The board would like the PTO to review and comment on the mascot before moving forward.

- b. Marine Multi-Generational Education District Advisory Committee – This is a Marine City Council advisory committee that was created. Win is a member of this committee.

IX. Authorizer Comments

Brad Blue thanked the board for their hard work.

X. Regular monthly meeting is held on the third Thursday of the month at 6:00 p.m. at Marine Village School located at 550 Pine Street, Marine on St. Croix, MN 55047 and via ZOOM.

- a. Thursday, May 16, 2024
- b. Thursday, June 20, 2024
- c. Thursday, July 18, 2024

XI. Adjournment

Linda moved, seconded by Sarah, to adjourn the meeting. By roll-call vote: Win: yes; Linda: yes; Jen: yes; Kate: yes; Mike: yes; Peter: yes; Sarah: yes; Daryl: yes. Motion passed.

The meeting ended at 7:20 p.m.