

**Minutes**  
**REORGANIZATIONAL SCHOOL BOARD MEETING**  
**Albany Area Schools – ISD #745**  
**January 4, 2017**

**1. CALL TO ORDER**

The meeting was called to order by Chair Winkles at 6:00 p.m.

**2. ROLL CALL**

Present: Winkles, Kreuzer, Hansen, Gersch, McLachlan, Carbajal, Paulsen

Late: - Absent: -

**3. AGENDA—Additions or Deletions** - Minutes for last meeting not included in packet so #6.1  
Previous Meeting Minutes Approval tabled until next meeting.

**4. Organization of 2017 Board of Education**

**4.1 Seating of New Board Members**

**4.2 Election of Officers**

**4.2.1 Chairperson**

Kreuzer nominated Winkles as **chair** for 2017.

Motion by Hansen, seconded by Kreuzer, to move nominations be closed and cast unanimous ballot for Winkles. Supported by all present.

**4.2.2 Vice-Chairperson**

Winkles nominated Hansen as **vice-chair** for 2017.

Motion by Winkles, seconded by Gersch, to move nominations be closed and cast unanimous ballot for Hansen. Supported by all present.

**4.2.3 Clerk**

McLachlan nominated Gersch as **clerk** for 2017.

Motion by Winkles, seconded by Hansen, to move nominations be closed and cast unanimous ballot for Gersch. Supported by all present.

**4.2.4 Treasurer**

Gersch nominated Kreuzer as **treasurer** for 2017.

Motion by Hansen, seconded by Gersch, to move nominations be closed and cast unanimous ballot for Kreuzer. Supported by all present.

**4.3 Establish Board Meeting Dates**

Motion by Kreuzer, seconded by Hansen, to have Board meetings for 2017 on the second Wednesday of the month and, the fourth Wednesday of the month for work sessions or special meetings when necessary unless changed by the School Board for good and sufficient reason. The time of each regular meeting shall be 7:00 p.m. and the time for each work session shall be 6:00 p.m.; with the following exceptions: January - Regular board meeting the 4th Wednesday and February - start time of 8 pm for Regular board meeting (due to Strategic Planning Session.) Locations for Board Meetings and Work Sessions to be determined and posted with Agenda. Supported by all present.

**4.4 Authorize Bank Depositories**

Motion by Hansen, seconded by Gersch, to authorize the following bank depositories:

- 1.) Stearns Bank
- 2.) Central Minnesota Credit Union – Albany Branch
- 3.) Avon State Bank
- 4.) Minnesota School District Liquid Asset Fund Plus (MSDLAF+)
- 5.) PMA Financial Network “MN Trust”

Supported by all present with the exception of Kreuzer who abstained.

**4.5 Select School District Attorney and Identify Who May Contact Attorney on behalf of the District**

Motion by Kreuzer, seconded by McLachlan, to retain the firm of Joranovich, Kadlec & Athmann, PA as legal counsel for the District and designate the Board Chair and the Superintendent as district representatives who may contact legal counsel when it is in the best interest of the district. Supported by all present.

**4.6 Establish Remuneration for Board Members**

Motion by Kreuzer, seconded by Carbajal, to set annual board compensation as indicated below:

Payment for all meetings (Regular, Special, Committee)	\$ 50.00 per meeting				
Chair	\$350.00	Clerk	\$300.00	Treasurer	\$200.00
Workshops/Conferences / half-day or less	\$50.00	full day	100.00		

Supported by all present.

**4.7 Authorize Official Signatures**

Motion by Hansen, seconded by McLachlan, to keep temporary signatures as is until new signature cards are ready and to designate the Chair, Clerk, Superintendent, and Business Manager as authorized signatures for the District. Supported by all present.

**4.8 Select Official Newspaper**

Motion by Kreuzer, seconded by Carbajal, to have The Enterprise as official newspaper.

Supported by all present

**4.9 Select School District Auditor**

Motion by Gersch, seconded by McLachlan, to continue with the firm of Schlenner Wenner & Co. for audit work. Supported by all present.

**4.10 Authorize Business Manager and Superintendent to Invest Excess Funds**

Motion by Hansen, seconded by Kreuzer, to authorize the business manager and superintendent to invest excess funds. Supported by all present.

**4.11 Authorize Business Manager and Superintendent to Make Electronic Funds Transfers**

Motion by Kreuzer, seconded by Gersch, to authorize the business manager and superintendent to make electronic fund transfers. Supported by all present.

**4.12 Authorize Superintendent to Expend Funds within Budget Guidelines**

Motion by Gersch, seconded by Carbajal, to authorize superintendent to expend funds within budget guidelines. Supported by all present.

**5. PUBLIC FORUM** - no requests

**6. REPORTS** - none

**7. BUSINESS** - none

**8. SUPERINTENDENT'S REPORT**

- A. Committee List - Handed out new committee assignment list. Discussed how to transmit information from these meetings to other board members not on the committee. Will put reports on Board Meeting Agendas. Will finalize the lists at the next meeting.
- B. Building Project Updates - Construction nearing end at Albany Elem. Starting at Secondary School. Secondary School Offices now in District Office.
- C. Snow Make-Up Day - We will not have classes on Monday, January 16.
- D. Telephone System - being installed
- E. MSBA Conference - January 12 & 13. Board Members will be presenting a workshop this year.
- F. Upcoming meeting dates discussed.

**9. ADJOURNMENT**

Agenda completed at 7:20 pm, a motion to adjourn was made by Hansen, seconded by Kreuzer. Supported by all present.

Patricia Gersch, Clerk

---

Greg Johnson, Superintendent