

**INDEPENDENT SCHOOL DISTRICT NO. 2711
MESABI EAST SCHOOLS
AURORA, MN 55705**

**MINUTES OF REORGANIZATIONAL BOARD MEETING
January 10, 2022**

CALL TO ORDER: The Re-Organizational Board Meeting was called to order by Chair Walt Hautala at 4:00 p.m. on January 10, 2022 in the Board Room with the following in answer to roll call.

ROLL CALL:

Present: Directors Amanda Gross, Chris Baudhuin, Walt Hautala, Cyndi Worshek, Pamela LaFrenier, Kathy Undeland, Superintendent Burgess

Absent: None.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL: Moved by Director Undeland seconded by Director Worshek to approve the agenda as presented.

All in favor---Motion passed.

Election of Board Officers:

Chair: Director Worshek nominated Director Gross for the office of Chair
Director Undeland nominated Director Hautala for the office of Chair. There being no further nominations, a vote by show of hands was taken with the following results:

Vote Number 1: Director Undeland, Director Hautala, Director LaFrenier vote for Director Hautala
Director Gross, Director Baudhuin, Director Worshek vote for Director Gross - Tie

Vote Number 2: Director Undeland, Director Hautala, Director LaFrenier vote for Director Hautala
Director Gross, Director Baudhuin, Director Worshek vote for Director Gross - Tie

Vote Number 3: Director Undeland, Director Hautala, Director LaFrenier vote for Director Hautala
Director Gross, Director Baudhuin, Director Worshek vote for Director Gross - Tie

Three separate votes resulted in a tie breaker via a coin toss – Superintendent Burgess tossed the coin and Director Gross called “Heads”. The coin was showed to several board members and the result was “Tails”

Director Walt Hautala was declared Chair of the school board for 2022.

Vice Chair: Director Undeland nominated Director LaFrenier for the office of Vice Chair
There being no further nominations, a voice vote was taken with the following results:
Director Pamela LaFrenier was declared Vice-Chair of the school board for 2022.

All in favor---Motion passed.

Clerk: Director Worshek nominated Director Undeland for the office of Clerk. There being no further nominations, a voice vote was taken with the following results: Director Kathy Undeland was declared Clerk of the school board for 2022.

All in favor---Motion passed.

Treasurer: Director Undeland nominated Director Worshek for the office of Treasurer. There being no further nominations, a voice vote was taken with the following results: Director Worshek was declared Treasurer of the school board for 2022.

All in favor---Motion passed.

Monthly Stipend, Per Diem Allowance, Life Insurance: Moved by Director Worshek seconded by Director Gross, to set the year 2022 Director compensation as follows: Board member stipend set at \$250/month, such stipend to cover all responsibilities, including committee assignments and special appointments to district and non-district entities; to set per diem rate at \$50 for a full day (greater than four hours, including travel time), and \$25 for half day (less than four hours, including travel time), to compensate board members for lost work or personal time during the standard work day. Board members may not receive per diem payments from ISD 2711 and a non-district entity for the same activity.

All in favor---Motion passed.

Official Designations

Board Meeting Dates: Moved by Director Hautala, seconded by Director Undeland, to set the Regular Board Meetings for the first Monday of the month, at 5:30 p.m., and schedule Special Meetings as needed.

All in favor---Motion passed.

School Board Attorney: Moved by Director Baudhuin, seconded by Director Undeland, to designate Colosimo, Patchin, Kearney, Ltd. as School District Legal Counsel, such designation shall allow the superintendent to engage this law firm on immediate need, such designation shall be on fee for service basis only.

All in favor---Motion passed.

Official Newspaper: Moved by Director Undeland, supported by Director LaFrenier, to designate Mesabi Tribune as the official newspaper of ISD #2711 with rates as presented.

All in favor---Motion passed.

Fund Management Authorization

Investment Management Designee: Moved by Director LaFrenier, supported by Director Undeland, that the following resolution be adopted:

RESOLUTION AUTHORIZING INVESTMENT OF FUNDS

WHEREAS, the school district funds are periodically available that are not currently needed in the routine operation of the schools, and

WHEREAS, it is in the best interest of the school district to invest such funds in securities as authorized by Minnesota Statutes in such a manner as to receive the highest prevailing interest yield, and

WHEREAS, this market fluctuates during the school year due to numerous economic conditions,

NOW, THEREFORE, BE IT RESOLVED, that the Superintendent and/or Finance Officer be authorized to use his/her discretion in the investment of school funds for the 2022 calendar year in accordance with the provisions of Minnesota Statutes, Chapter 118A, (DEPOSITORY LAW) and periodically report to the School Board; said funds to be secured by the investment institution in a manner prescribed by said statutes.

Attest: _____
Clerk Chairman

On vote being taken thereon, the following voted in favor thereof: Director Baudhuin, Director Hautala, Director Workshek, Director LaFrenier, Director Undeland, Director Gross

and the following voted against the same: None.

whereupon said resolution was declared duly passed and adopted, and was signed by the chairman and attested by the clerk.

Facsimile Signature: Moved by Director Worshek, supported by Director Baudhuin, that the following resolution be adopted:

BE IT RESOLVED, that the School Board of Independent School District No. 2711 approves the use of facsimile signature to district checks by the Chairman, Clerk, and Treasurer, and approves the application of said facsimile signature of Walter Hautala, Chairman: Kathleen Undeland, Clerk; and Cyndi Worshek, Treasurer, by superintendent.

Attest:

Chairman Clerk

On vote being taken thereon, the following voted in favor thereof: Director Hautala, Director Workshek, Director LaFrenier, Director Undeland, Director Gross, Director Baudhuin

and the following voted against the same: None.

whereupon said resolution was declared.

Transfer and Borrowing: Moved by Director Undeland, supported by Director Gross, to approve the following transfer and borrowing authorizations:

Transfer of Funds: That Pam Zahn, Janel Leete (excluding Northern State Bank) and Jeff Burgess be authorized to make electronic payments of school monies and transfer funds between school accounts.

Borrowing Money: That the Superintendent be authorized to borrow money to meet bills and payrolls when there are insufficient funds, and that the treasurer be contacted to review same when the occasion arises.

Internet Banking: That Pam Zahn and Janel Leete be authorized to access all district accounts on-line through internet banking.

Depositories: Moved by Director Worshek, supported by Director Gross, that the following resolution be adopted with the following amendments: Removing Wells Fargo because they are no longer an institution and American Bank (Biwabik) has been changed to Park State Bank.

**RESOLUTION DESIGNATING DEPOSITORIES FOR SCHOOL DISTRICT
MONEY BELONGING TO INDEPENDENT SCHOOL DISTRICT NO. 2711
ST. LOUIS COUNTY, MINNESOTA**

BE IT RESOLVED, that the following named banks & financial institutions, all authorized to do business in Minnesota, be and hereby are designated depositories of Minnesota, for the term commencing with the first day of January 2022, and ending with the last day of December, 2022.

Institution

Northern State Bank (Aurora)

Northridge Community Credit Union (Hoyt Lakes)

Park State Bank (Biwabik)

First Investors (Patrow Scholarship)

Upon the terms and conditions following to wit: That this designation is subject to the right of said Independent School District No. 2711 to notify, vacate and revoke the same according to law; said depositories shall each first execute and deliver to said and approved by it Pledged Collateral in an amount of at least 110% of the aggregate current deposits an investments, conditioned according to law, such collateral securities exceeding F.D.I.C. insurance of *\$250,000 aggregating such amount upon approval of said Independent School District No. 2711. Such collateral securities shall not be withdrawn or substituted without consent and said depositories shall pay on demand all time deposits therein, with accrued interest, at or after the end of the periods which the same shall be deposited.

***\$250,000 for checking accounts and \$250,000 for a combination of savings and cd's.**

The above resolution was approved and adopted on the 10th day of January, 2022, at a meeting of the School Board of said Independent School District No. 2711, duly held, and by a majority vote of all members of the same.

Attest: _____
Clerk

Chairman

Roll Call:

Ayes: Director Hautala, Director Workshek, Director LaFrenier, Director Undeland, Director Gross,
Director Baudhuin

Nayes: None – Motion passed.

District Depositories: Moved by Director Undeland, supported by Director Worshek, to approve PMA Financial Network, Inc. as the district's depository, broker-dealer and municipal advisor. PMA provides investment advisory services to local government investment pools and separately managed accounts.

Signatories: Moved by Director Undeland, supported by Director Worshek, to approve the following as signatories:

MN Trust (PMA Financial Network): To authorize Jeff Burgess, Superintendent and Pam Zahn, Finance Officer to make transfers to and from Minnesota Trust (PMA) and serve as signatories.

Scholarship: To authorize Jeff Burgess, Superintendent and Pam Zahn, Finance Officer to make transfers to and from Scholarship Account, and serve as signatories.

Local Operating Bank: To authorize Jeff Burgess, Superintendent and Pam Zahn, Finance Officer to make transfers to and from the business checking and CD accounts with American Bank, and serve as signatories.

Retiree Account: To authorize Jeff Burgess, Superintendent and Janel Leete, Payroll and Benefits Manager to make transfers to and from the Retiree Insurance Account with Park State Bank, and serve as signatories.

Health Insurance Pool Account: To authorize Jeff Burgess, Superintendent, Janel Leete, Payroll and Benefits Manager and Pam Zahn, Finance Officer to make transfers to and from the PMA checking account and serve as signatories and to authorize Erin Nesseth (BCBS Claims Manager) to transfer only from the PMA checking account.

Payroll Activity: To authorize Jeff Burgess, Superintendent, Janel Leete, Payroll and Benefits Manager and Pam Zahn, Finance Officer to make transfers to and from the Northern State Bank checking account and serve as signatories.

All in favor---Motion passed.

BOARD COMMITTEES

Board Chair to appoint members to the following committees: Policy & Program - Pamela LaFrenier, Chris Baudhuin, Amanda Gross; Business & Finance - Pamela LaFrenier, Kathy Undeland, Cyndi Worshek; Education MN Local #1255 - Kathy Undeland, Walt Hautala, Cyndi Worshek; Confidential Clerical Assoc. - Pamela LaFrenier, Amanda Gross, Cyndi Worshek; AFSCME Local No. 2780 - Kathy Undeland; Chris Baudhuin; Amanda Gross; Mesabi East Administrators Assoc. -Chris Baudhuin, Amanda Gross, Walt Hautala; MSHSL (2) - Kathy Undeland; Chris Baudhuin (Alt); Systems Accountability - Walt Hautala, Amanda Gross, Chris Baudhuin; MSBA Legislative Rep - Cyndi Worshek; Walt Hautala, Alt; Safety - Chris Baudhuin; Staff Development; Walt Hautala; Comm. Educ. Advisory - Pamela LaFrenier; RAMS Board - Cyndi Worshek Walt Hautala, Alt. - Continuing Ed Comm.; Pamela LaFrenier - Employee Benefit; Amanda Gross - Iron Range Youth in Action - Walt Hautala; Wellness Policy Comm - Pamela LaFrenier; Amanda Gross - Q-Comp Kathy Undeland - Meet and Confer -Cyndi Worshek.

All in favor---Motion passed.

Adjournment: Moved by Director LaFrenier, seconded by Director Worshek to adjourn at 4:35 p.m.

ATTEST:

Chair

Clerk