



The monthly meeting of the Board of Directors was held Tuesday, February 8, 2022 at LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

**MEETING MINUTES**

**General Business:**

Call to order: 6:01pm

**Roll Call:**

Board Members/Director Present or Absent:

name	present/absent
Mira Norcross (Chair and Parent)	Absent
Jennifer May (Vice-Chair and Parent)	Present
Jessie Sheldon (Secretary and Teacher)	Present
Erin Ribar (Parent)	Present
Jim Redfield (Community Member)	Present
Maggie Chen (Teacher)	Present
Ceci Delbene (Teacher)	Present
Kaari Rodriguez (Teacher)	Present
Corey Purkat (Parent)	Present (arrived 6:44pm)
Shannon Peterson (Executive Director, <i>ex officio member</i> )	Present
Julie Lundgren (CFO, <i>ex officio member</i> )	Present

**Community Input:** None

name	position/role



**Review of Agenda:** Add action item to restructure the election bylaw to balance elections and add action item to affirm intent to move forward with bond refinancing. Add Treasurer’s Report (December financials) to Action Items.

**Conflict of Interest Disclosure:** None

**School/Community Presentations:** None

name	position/role

**Celebrate LILA:** Upper school is having a dance on Friday, affirm those who participated in Lunar New Year celebration, affirm Upper School for decorating hallways for Lunar New Year. LILA is hosting their first archery tournament. LILA theater is also putting on the spring musical in a few weeks and hosted their first one-act play a few weeks ago.

**School Update:** Executive Director Report

Executive Director Peterson spoke on activities under the four goals of the strategic plan, (#1 Attract and Retain Students, #2 Attract and Retain Staff, #3 Sustainable Finances, #4 Facilities) as outlined in the report in the board folder.

**Action Item: Policy 136: Consent Agenda**

Explanation	
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Motion	Motion to approve Policy 136: Consent Agenda
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Made by	Member Delbene	Seconded by	Member Chen
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Discussion	
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Vote		Yea	6 Chen Delbene	Nay		Abstain	1 May
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			Redfield Ribar Rodriguez Sheldon				
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<b>Decision</b>	Motion carries
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**Action Item: Policy 308: Student Discipline**

<b>Explanation</b>	
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<b>Motion</b>	Motion to Policy 308: Student Discipline
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<b>Made by</b>	Member Ribar	<b>Seconded by</b>	Member Chen
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<b>Discussion</b>	
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<b>Vote</b>		<b>Yea</b>	6 Chen Delbene Redfield Ribar Rodriguez Sheldon	<b>Nay</b>		<b>Abstain</b>	1 Norcross
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<b>Decision</b>	Motion carries
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**Action Item: 2022-2023 Kinder Prep Handbook**

<b>Explanation</b>	
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<b>Motion</b>	Motion to approve 2022-2023 Kinder Prep Handbook
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Made by	Secretary Sheldon	Seconded by	Treasurer Redfield
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Discussion	
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Vote		Yea	6	Nay		Abstain	1
			Chen Delbene Redfield Ribar Rodriguez Sheldon Sheldon				Norcross

Decision	
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**Action Item: 2022-2023 Explorer Club/Little Explorers Handbook**

Explanation	
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Motion	Motion to approve 2022-2023 Explorer Club/Little Explorers Handbook
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Made by	Member Chen	Seconded by	Secretary Sheldon
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Discussion	
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Vote		Yea	6	Nay		Abstain	1
			Chen Delbene Redfield Ribar Rodriguez Sheldon				May



Decision	Motion carries
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**Action Item: Restructure bylaw language to allow for balance in each election year.**

Explanation	
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Motion	Motion to approve to restructure bylaw language to allow for balance in each election year.
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Made by	Secretary Sheldon	Seconded by	Member Rodriguez
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Discussion	
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Vote	Yea	Nay	Abstain
	6		1
	Chen Delbene Redfield Ribar Rodriguez Sheldon		May

Decision	Motion carries
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**Action Item: Authorize LILA CFO and Executive Director to pursue the bond refinance.**

Explanation	
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Motion	Motion to approve to authorize LILA CFO and Executive Director to pursue the bond refinancing.
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Made by	Member Rodriguez	Seconded by	Member Ribar
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Discussion	
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Vote		Yea	6 Chen Delbene Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item: Treasurer's Report**

Explanation	
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Motion	Motion to approve Treasurer's Report (December financials)
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Made by	Member Rodriguez	Seconded by	Treasurer Redfield
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Discussion	
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Vote		Yea	7 Chen Purkat Delbene Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 May
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Decision	Motion carries
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**Dialog/Discussion Items**

1. **Strategic Planning Follow-Up:** Strategic Planning committee has decided to push the timeline back a bit. Delegates from the remaining committees who have not yet met will



reach out to their groups in order to meet prior to the March 15 meeting.

2. **Board Election:** Election committee has been working hard to get applicants. The applications will close by February 12. The ballot should be going out in the next few weeks.
  
3. **Bond Refinance:** Dick Ward from Colliers has received an okay from the city of Forest Lake that they will serve as the conduit municipality for the refinancing. The city of Forest Lake at this time requires we continue with the 22-year term (remainder of time left of 2014 bond term). Executive Director Peterson would like to continue exploring options.

**Reports:**

Subject	Finance Committee Minutes for 2/7/22 meeting (review and file)
Discussion	

Subject	Executive Committee Minutes for 2/8/22 meeting (review and file)
Discussion	

Subject	Strategic Planning Committee Minutes for 2/8/22 meeting (review and file)
Discussion	

Subject	Policy Committee Minutes for 2/2/22 meeting (review and file)
Discussion	

Subject	Election Planning Retreat Meeting for 1/19/22 meeting (review and file)
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Discussion	
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**Action Item:** Consent Agenda (Secretary’s Reports and Donations report, both are in the board folder)

Motion	Motion to approve Consent Agenda (Secretary’s Report minutes for January board meeting, and January special meeting, both are in the board folder)
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Made by	Member Delbene	Seconded by	Member Purkat
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Vote	Yea	Nay	Abstain
	7 Chen Delbene Purkat Redfield Ribar Rodriguez Sheldon		1 May

Decision	Motion carries
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**Announcements:**

- Community Updates: CFO Lundgren attended MACS Metro Charter Leaders call and Director Peterson attended the EdAllies Legislative session kick-off on 1/27/22.
- Board Member Training Updates:
  - Jennifer May attended “What is Ableism? Disability History and Implicit Bias 101” Feb 7, 2022.
  - Kaari Rodriguez attended MN General Education revenue report training 2/7/22 (finance committee meeting topic presented by CFO Lundgren)
  - Treasurer James Redfield attended General Education revenue report training 2/7/22 (same as above)





**Other Business: None**

**Reflection on Board Performance:** Fist of 5 of how involved you felt in tonight's meeting.  
42/50.

**Adjourn:**

Motion	Motion to adjourn at 6:51 pm
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Made by	Member Chen	Seconded by	Member Delbene
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Vote	Yea	7 Chen Delbene Purkat Redfield Ribar Rodriguez Sheldon		Abstain	1 May
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Decision	Motion carries
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