



The monthly meeting of the Board of Directors was held Tuesday, March 15, 2022 at LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

MEETING MINUTES

General Business:

Call to order: 6:00 pm

Roll Call:

Board Members/Director Present or Absent:

name	present/absent
Mira Norcross (Chair and Parent)	Present
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)	Absent
Kaari Rodriguez (Teacher)	Present
Corey Purkat (Parent)	Present
Shannon Peterson (Executive Director, <i>ex officio member</i>)	Absent
Julie Lundgren (CFO, <i>ex officio member</i>)	Present

Community Input: None

name	position/role

Review of Agenda: Add action item- add October 2021 financials to be approved (left off December minutes), add ratification of bylaw change to action item.

Conflict of Interest Disclosure: None

School/Community Presentations: None

name	position/role

Celebrate LILA: Celebrate and affirm LILA theater department for their hard work on the musical, celebration of the kinder round up in February, Rancho Loco is hosting a fundraiser for the LILA 4th grade overnight field trip. Celebration to all who ran for the 2022 election.

School Update: Written 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 board folder.

Action Item: Ratify election results

Explanation	
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Motion	Motion to ratify election results
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Made by	Member Rodriguez	Seconded by	Member Chen
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Discussion	Election results- Erin Ribar, Jodelle St. James, Lindsay Schipper, and Diane Rohan were elected
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Ratify bylaw change per election results

Explanation							
Motion	Motion to ratify bylaw change per election results						
Made by	Vice Chair May			Seconded by	Treasurer Redfield		
Discussion	Bylaw was passed with overwhelming numbers and will go into effect the following election.						
Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
Decision	Motion carries						

Action Item: Appointment of new board member to fill vacancy

Explanation							
Motion	Motion to appoint Jean Woodbury to fill a vacant teacher seat.						
Made by	Member Sheldon			Seconded by	Member Purkat		
Discussion	Teacher member Chen has resigned starting in April. Jean Woodbury will take over the term starting in April through June 2023.						
Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez	Nay		Abstain	1 Norcross

			Sheldon				
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Decision	Motion carries
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Action Item: LILA Reimbursement Resolution (as part of bond refinancing)

Explanation	
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Motion	Motion to approve LILA Reimbursement Resolution (as part of bond refinancing)
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Made by	Member Purkat	Seconded by	Member Rodriguez
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	
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Action Item: FY21 LILA and LBC 990 tax filings

Explanation	
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Motion	Motion to approve FY21 LILA and LBC 990 tax filings
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Made by	Treasurer Redfield	Seconded by	Member Rodriguez
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Discussion	
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Vote		Yea	7 Chen May	Nay		Abstain	1 Norcross
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			Purkat Redfield Ribar Rodriguez Sheldon				
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Decision	Motion carries
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Action Item: Treasurer’s Report (January 2022 financials)

Explanation	
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Motion	Motion to approve Treasurer’s Report (January 2022 financials)
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Made by	Treasurer Redfield	Seconded by	Member Purkat
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Revised 2022-23 Explorer Club Handbook

Explanation	
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Motion	Motion to approve revised 2022-23 Explorer Club Handbook
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Made by	Vice Chair May	Seconded by	Member Chen
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Action Item: Audit firm selection for FY22 audit and tax services

Explanation	
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Motion	Motion to audit firm selection for FY22 audit and tax services
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Made by	Treasurer Redfield	Seconded by	Member Purkat
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Discussion	
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 May
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Decision	Motion carries
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Action Item: Treasurer's Report (October 2021 financials)

Explanation	
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Motion	Motion to approve Treasurer's Report (October 2021 financials)
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Made by	Treasurer Redfield	Seconded by	Secretary Sheldon
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Discussion	October financials were missed in December minutes but were in the folder.
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Dialog/Discussion Items

1. **Strategic Planning Follow-Up:** Strategic planning committee has reviewed each of the ideas from each of the sub planning committees and are working on firming up goals. The committee hopes to create goals that are direct but broad enough to work as a directive for several areas of the school.
2. **Board Election:** Covered in action items of ratifying election results.
3. **Bond Refinance:** Covered in treasurer's report.

Reports:

Subject	Finance Committee Minutes for 3/14/22 meeting (review and file)
Discussion	

Subject	Executive Committee Minutes for 3/15/22 meeting (review and file)
Discussion	

Subject	Election Planning Retreat Meeting for 2/15/22 meeting (review and file)
Discussion	

Subject	Election Planning Retreat Meeting for 3/14/22 meeting (review and file)
Discussion	

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 February 2/8 board meeting, and February 2/21 special meeting, both are in the board folder)
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Made by	Vice Chair May	Seconded by	Member Purkat
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Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon	Nay		Abstain	1 Norcross
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Decision	Motion carries
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Announcements:

- Community Updates:
 - The Senior Night party is being planned and is in need of volunteers to help plan and carry out the party.
 - The LILA Foundation Gala is coming up on Saturday, April 23rd at the Uncommon Loon.
 - Kaari Rodriguez and Kathy Bystrom participated in charter day at the Capital over Spring break and were able to talk to several representatives.
 - LILA was just awarded a state STEM grant for upper school course offerings!

- Board Member Training Updates:
 - CFO Lundgren attended the MASBO conference on Feb 10-11. Topics of interest included updates from MDE regarding pandemic funding, state sales tax for schools updates, solar for schools programs, document management for school

finance/HR. CFO Lundgren also attended an MDE session on 2/15/22 about ARP FIN 163 Application for Summer Programming funding for summer 2022.

Other Business: None

Reflection on Board Performance: 55/55 for first of 5 how the board meeting went.

Adjourn:

Motion	Motion to adjourn at 6:47 pm						
Made by	Member Ribar		Seconded by	Member Purkat			
Vote		Yea	7 Chen May Purkat Redfield Ribar Rodriguez Sheldon			Abstain	1 Norcross
Decision	Motion carries						