



The monthly meeting of the Board of Directors was held Tuesday, May 8, 2023 at  
LILA Upper School, 19850 Fenway Ave N, Forest Lake, MN 55025.

**MEETING MINUTES**

**General Business:**

Call to order: 6:03 pm

**Roll Call:**

Board Members/Director Present or Absent:

name	present/absent
Lindsay Schipper (Parent)	Present
Jennifer May (Chair and Parent)	Present
Jessie Sheldon (Secretary and Teacher)	Present
Erin Ribar (Vice-Chair and Parent)	Present
Diane Rohan (Community Member)	Present
Jean Woodberry (Teacher)	Present
Kaari Rodriguez (Teacher)	Present
Corey Purkat (Treasurer and Parent)	Absent
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 Policy 138: Code of Ethics for School Board Members, Add action item of approval of donation of Yamaha piano to Upper School.

**Conflict of Interest Disclosure:** None

**School/Community Presentations:**

name	position/role
Kaari Rodriguez	Language Acquisition Coordinator

**Celebrate LILA:** The LILA Culture Fair was a huge success, it was very well attended and a lot of great activities. Celebration to the Archery National Championship! The PTO Gertens Flower sale was very well organized. The LILA Foundation Gala was sold out and a great success.

**School Update:** Executive Director Report in Board Folder.

Shannon Peterson, Executive Director: Reported on the 4 Strategic Planning Pillars (in board folder. Strategic Plan Pillar 1: Dynamic Student Experience: preparing students for success in life after LILA, Strategic Plan Pillar 2: Collaborative Community, Strategic Plan Pillar 3: Professional Excellence, Strategic Plan Pillar 4: Advancing LILA's Future. Director Peterson also gave a summary of the teacher survey results about the potential budget adjustments.

**Action Item:** Treasurer's Report (March 2023 financials)

Explanation	
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Motion	Motion to approve Treasurer's Report (March 2023 financials)
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Made by	Vice-Chair Ribar	Seconded by	Member Rodriguez
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item: Policy 106: Speakers**

Explanation							
Motion	Motion to approve Policy 106: Speakers						
Made by	Vice-Chair Ribar			Seconded by	Member Rohan		
Discussion	Reviewed with no changes.						
Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
Decision							

**Action Item: Policy 128: Fund Balances**

Explanation							
Motion	Motion to approve Policy 128: Fund Balances						
Made by	Member Rodriguez			Seconded by	Member Woodberry		
Discussion	Reviewed with no changes.						
Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May

Decision	Motion carries
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**Action Item:** Policy 222: Subpoena of a School Employee

Explanation	
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Motion	Motion to approve Policy 222: Subpoena of a School Employee
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Made by	Vice-Chair Ribar	Seconded by	Member Woodberry
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item:** FY23 Budget Revision 2

Explanation	
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Motion	Motion to approve FY23 Budget Revision 2
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Made by	Member Rodriguez	Seconded by	Vice-Chair Ribar
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item:** LILA 990 tax filing (CFO Lundgren)

Explanation	
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Motion	Motion to approve LILA 990 tax filing (CFO Lundgren)
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Made by	Member Rodriguez	Seconded by	Member Schipper
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item:** LBC 990 tax filing (CFO Lundgren)

Explanation	
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Motion	Motion to approve LILA Building Company 990 tax filing (CFO Lundgren)
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Made by	Member Rodriguez	Seconded by	Member Schipper
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item:** Volunteers of America - MN charter renewal contract July 1, 2023 to June 30, 2028

Explanation	
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Motion	Motion to approve Volunteers of America - MN charter renewal contract July 1, 2023 to June 30, 2028
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Made by	Member Schipper	Seconded by	Member Woodberry
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Action Item:** Review and Approve check signers

Explanation	
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Motion	Motion to review and Approve check signers
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Made by	Vice-Chair Ribar	Seconded by	Member Schipper
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Discussion	
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon	Nay		Abstain	1 May
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			Schipper Woodberry				
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<b>Decision</b>	Motion carries
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**Action Item:** Policy 138: Code of Ethics for School Board Members

<b>Explanation</b>	
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<b>Motion</b>	Motion to table Policy 138: Code of Ethics for School Board Members
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<b>Made by</b>	Vice-Chair Ribar	<b>Seconded by</b>	Member Rodrigues
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<b>Discussion</b>	Reviewed and amended in the policy committee meeting.
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<b>Vote</b>		<b>Yea</b>	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	<b>Nay</b>		<b>Abstain</b>	1 May
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<b>Decision</b>	Motion tabled until next meeting.
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**Action Item:** Approval of donation of Yamaha piano to Upper School

<b>Explanation</b>	
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<b>Motion</b>	Motion to approve approval of donation of Yamaha piano to Upper School
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<b>Made by</b>	Member Woodberry	<b>Seconded by</b>	Member Schipper
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<b>Discussion</b>	
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<b>Vote</b>		<b>Yea</b>	6 Ribar Rodriguez Rohan Sheldon	<b>Nay</b>		<b>Abstain</b>	1 May
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			Schipper Woodberry				
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Decision	Motion carries
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**Dialog/Discussion Items:**

1. FY24 Budget draft–summary of work to date (CFO Lundgren)
2. Updates on recent funding applications (CFO Lundgren)
  - a. ECMC Go! Grant
    - i. Granted given to LILA.
  - b. Prairie Care mental health grant
    - i. Grant not given to LILA, very competitive.
  - c. Employee Retention Credit
    - i. Grant not given to LILA as we didn't meet criteria
3. Teacher request follow-up

**Reports:**

Subject	Policy Committee Minutes for 5/3/23 meeting (review and file)
Discussion	

Subject	Combined Finance and Audit Committee meeting Minutes, 5/8/23 (review and file)
Discussion	

Subject	Executive Committee Minutes for 5/9/23 meeting (review and file)
Discussion	

**Action Item:** Consent Agenda (Secretary's Reports is in the board folder)

Motion	Motion to approve Consent Agenda (Secretary's Reports are in the board folder).
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Made by	Secretary Sheldon	Seconded by	Member Schipper
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry	Nay		Abstain	1 May
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Decision	Motion carries
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**Announcements:** SEAC meeting is on May, 23rd at 5:00pm and lunch recap via zoom on the 25th.

**Other Business:** None

**Reflection on Board Performance:** Fist of 5, did you learn anything new about board financials?

**Adjourn:**

Motion	Motion to adjourn at 7:56 pm
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Made by	Secretary Sheldon	Seconded by	Member Rodriguez
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Vote		Yea	6 Ribar Rodriguez Rohan Sheldon Schipper Woodberry			Abstain	1 May
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Decision	Motion carries
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