

**MINUTES OF
ANNUAL ORGANIZATIONAL &
REGULAR BOARD MTG.
FRESHWATER ED DIST. # 6004
1/27/2021
Wadena, MN**

This meeting was held in person and virtually as permitted under Minn. Stat. 13D. 021

Call to Order by the 2020 Chair J. Hillmer at 5:01 PM

Board Present: J. Hillmer– Browerville, R. VanDenheuvel– Bertha-Hewitt, R. Thalmann– Henning, B. Lund– Staples-Motley, C. Funk– Sebeka, C. Wolf– Long Prairie-Grey Eagle, B. Tumberg– Wadena-Deer Creek, S. Veronen– Verndale, K. Howard– Menahga (*Virtually*). Supt. D. Fjeldheim– Sebeka. Admin: E. Weber, L. Murdock (*Virtually*). FED Staff: J. Anderson– Finance Mang., S. Thiel– Admin Recorder.

Rotation of Officers MOTION BY Funk and 2ND BY Tumberg to appoint the following officers for calendar year 2021, per the current FED Bylaws; Chair: R. VanDenheuvel, B-H; Vice Chair: R. Thalmann, Henning; Clerk: K. Howard, Menahga; Treasurer: B. Lund, S-M. Roll Call Vote- U/C.

Agenda: MOTION BY Thalmann and 2ND BY Lund to approve the agenda as presented. Roll Call Vote-U/C.

Past Board Minutes - MOTION BY Veronen and 2ND BY Howard to approve the 11.11.20 minutes as presented. Roll Call Vote- U/C.

2021 Organization of the Board-

SIGNATURES: MOTION BY Hillmer and 2ND BY Wolf to authorize the use of a signature plate to sign documents. Call Vote- U/C.

OFFICIAL DEPOSITORIES- MOTION BY Lund and 2ND BY Thalmann to name the following as official depositories: *1st International Bank* of Staples, MN, *Wadena State Bank* of Wadena, MN, *1st National Bank* of Ottertail, MN, and *MN School Dist. Liquid Asset Fund*, and any other MN FDIC financial institution, and to authorize designated staff to invest funds in these institutions with evidence of sufficient collateral. Roll Call Vote- U/C.

ELECTRONIC FUND TRANSFERS- MOTION BY Hilmer and 2ND BY Wolf to authorize designated staff to make electronic fund transfers as outlined by State Statutes. Roll Call Vote- U/C.

BOARD PER DIEM RATE- MOTION BY Funk and 2NDED BY Thalmann to approve the Bd Member per diem to be set at \$65 for meetings of 4 hours or less and \$125 for meetings in excess of 4 hours. Mileage to be reimbursed at the current Federal rate. Roll Call Vote- U/C.

MTG DATE/TIME/LOCATION- MOTION BY Tumberg and 2ND BY Howard to set the Regular Board meeting dates as follows: 3/24/21, 4/28/21, 6/23/21, 9/22/21, 10/27/21, 11/17/21 in Wadena, MN with Special Bd Mtgs. called as needed. Roll Call Vote- U/C.

OFFICIAL NEWSPAPER- MOTION BY Hillmer and 2ND BY Wolf to name the *Staples World* as the 2021 official newspaper. Roll Call Vote- U/C.

COMMITTEE NAMED BY THE CHAIR: The Chair announce his appointments to the 2021 Pers. Committee; S. Veronen, C. Funk, and R. Thalmann.

APPOINTMENTS BY THE CHAIR: Sourcewell #924: S. Veronen; OTCC: R. Thalmann; TCC: R. VanDenheuvel; Supv. Supts: D. Fjeldheim/L. Westrum and the annual associate membership in the MREA and full membership in MSBA.

ANNUAL REVIEW of MANDATED and ANNUAL DESIGNATED POLICIES-

MOTION BY Tumberg and 2ND BY Veronen to acknowledge the annual review of the identified Policies and action to direct the Ex. Director to maintain the FED Policy Manual in accordance with any MSBA recommended legal revisions and/or legislative mandatory revisions. Roll Call Vote- U/C.

NAMING THE 2021 DESIGNATED SCHOOL LAW FIRMS- MOTION BY Veronen and 2ND BY Thalmann to name Hitesman & Associates, P.A., Maple Grove; Kennedy & Graven, Mpls.; Pederson & Pederson P.A., Wadena, as well as Pemberton Law, Fergus Falls; as the 2021 Consulting Law Firms. Vote- U/C.

AUTHORIZE E-SERVICES ROLES- MOTION BY Lund and 2ND BY Hillmer to name the designated staff as FED E-Service authorized Freshwater E-Service contacts. Roll Call Vote- U/C.

OLD BUSINESS-

MOTION BY Tumberg and 2ND BY Hillmer to acknowledge receipt and review of the 11/11/20 & 1/13/2021 Supt Advisory Minutes as presented. Roll Call Vote- U/C.

NEW BUSINESS-

MOTION BY Funk and 2ND BY Wolf to approve the 11/14/20 – 1/25/21 voucher claims as presented. Roll Call Vote- U/C.

The following resolution is hereby MOVED BY Thalmann and 2ND BY Howard: To recognize that the Board of FED, NO. 6004 gratefully accepts the following donations as identified: Mid-MN Federal Credit Union, Staples ~ \$200; VFW Post 8391, Browerville, MN ~ \$200; Benning Printing & Publishing, Clarissa MN ~ \$25; Long Prairie Dairy Queen, Long Prairie, MN ~ \$100; Staples Eye Clinic, Staples, MN ~ \$50; Long Prairie Packing, Long Prairie, MN ~ \$150; Nelson Insurance Agency, Staples, MN ~ \$50; Staples Chiro Office, Staples, MN ~ \$20; Shirley's Gas & Groceries, Eagle Bend, MN ~ \$50; Lincoln Area Business Assoc., Cushing, MN ~ \$500; Staples Lions Club, Staples, MN ~ \$200; Mayer, Porter & Nelson, LTD, Staples, MN ~ \$25; Lakewood Health System, Staples, MN ~ \$2,000; American Legion Post 124, Motley, MN ~ \$200; Eagle Bend Lions, Eagle Bend, MN ~ \$200; Browerville Lions Gaming, Browerville, MN ~ \$500 for the Reading for the Future; Todd Cty Peace Council, Long Prairie, MN ~ \$480 for Todd Cty Collaborative. Roll Call VOTE on adoptions of this Resolution was as follows; ABSTENTIONS: None. AYE:

VanDenheuvel, Hillmer, Thalmann, Howard, Wolf, Funk, Lund, Veronen, Tumberg. NAY: None. ABSENT: None. WHEREUPON, said Resolutions was declared duly adopted.

MOTION BY Tumberg and 2ND BY Hillmer to approve the transferring of \$20,000 from Community Ed to the General Fund. Roll Call Vote- U/C.

MOTION BY Thalmann and 2ND BY Lund to approve the amendment of Mileage Claims and Title IX updates to the FED 20/21 Empl Handbook as presented. Roll Call Vote- U/C.

MOTION BY Hillmer and 2ND BY Tumberg to approve Revision II modification of the current FY-21 financial budget as presented. Roll Call Vote- U/C.

FUND	REVENUE	EXPENDITURES
01 General	\$ 9,914,704.36	\$10,760,256.20
04 Community Service	\$ 898,149.26	\$ 902,401.20

MOTION BY Funk and 2ND BY Howard to approve the solicitation for FED Building and Property Ins. Policy. Roll Call Vote- U/C and Abstention- Veronen.

MOTION BY Tumberg and SECONDED BY Thalmann to approve the amendment of Long-Term Disability, Short-Term Disability and Life Insurance renewal dates from 9/1 to 1/1, and to update Certificate of Insurance for class 01, 02, and 06 as presented. Roll Call Vote- U/C.

MOTION BY Lund and 2ND BY Hillmer to approve the addendum of Aviben Service Agreement, effective 1/1/21. Roll Call Vote- U/C.

MOTION BY Tumberg and 2ND BY Funk to approve the addendum of the 125 Flexible Benefits Plan between Aviben and FED, effective 12/27/20. Roll Call Vote- U/C.

DEPARTMENT REPORTS-

Technology Update: *Bandwidth increased to 1.5 gig; Larger AC Unit has been installed in the server room.*

ECFE/SR: *Reviewed ECFE & SR Fall Enrollment.*

Business Managers Report: *Update of the current status of the COVID Funds and current financial status.*

Ex. Director & ALC/TS: *Reviewed the following: Programs & Services of FED on an individual level, FED Legislative Forum, and FEF monthly summary. Discussion of extending the deadline for leaves granted by the FFCRA. Notice of intent to commence 21/23 agreement of the Para/RVR Drivers & Itinerant/Teacher Union Groups. Information on the Feb. Principal's Advisory mtg hosted by FED; ALC is currently in the process of completing the Prog Application for MDE. Update of the Annual Staff Eval in progress, Building & Ground; Receiving an all-wheel drive school van for SpEd, Impact of COVID, and reviewed the Ex. Director Goals.*

PERSONNEL CONSENT AGENDA- MOTION BY Tumberg and 2ND BY Lund to approve the consent agenda with the request of Funk to remove item number 11.

Increase in Hours for B. Faust, L. Hubbard, N. Hibbs J. McFedries; Resignation of M. Burton; FMLA Request of K. Brakke, M. Lockhart, K. Kneisl, P. Martelle; Decrease in Hours for M. Becker.

MOTION BY Funk and 2ND BY Tumberg to approve the retirement of A. Campbell effective the end of the 20/21 SY and thank her for 20 years of service. Roll Call Vote- U/C.

Adjournment- MOTION BY Hillmer and 2ND BY Howard to adjourn the meeting at 6:05 p.m.