

Ottertail Family Services Collaborative
Working Together . . . Serving Families . . . Improving Lives

Collaborative Annual Meeting Minutes
May 20, 2024 – Lakes Country Service Cooperative

Chair Jeff Drake called the Annual Meeting of the Otter Tail Family Services Collaborative to order at 11.06AM.

Attending in person were Beth Achter, Staci Allmaras, Mitch Anderson, Joanna Chua, Melanie Cole, Jeff Drake, Reese Ellison, Shannon Erickson, Kristi Goos, Jeremy Kovash, Judith Moeller, Megan Myers, Jane Neubauer, Lynne Penke-Valdes, Brenda Schleske, Deb Sjostrom, Bill Smith, Melissa Sparks, Maria Steen, Sue Wilken, Kurt Mortenson, Trevor Undseth, Stacy McAllister, Tamara Uselman (Coordinator), Jolene King (Note taker).

Attending via Zoom were Blaine Novak and Liz Kuoppala.

Chair Drake recognized the Governing Board Council members with a thank you for serving.

Coordinator Tamara Uselman and Local Collaborative Time Study Coordinator Jane Neubauer reviewed information on the Collaborative's history, funding, organizational structure, financial status, and current challenges. Data which informed the challenges section was gleaned from the Collaborative Dashboard as well as from a survey of LCTS employees and from face-to-face visits with school superintendents.

Coordinator Tamara Uselman then shared information on a program proposed by the School Engagement team, the Building Assets Reducing Risks framework, using two videos. Attendees including Tamara Uselman, Lynne Penke-Valdes, and Superintendent Mitch Anderson shared knowledge of the BARR program. Perham Public Schools and Parkers Prairie Public Schools have written for grants from the Minnesota Department of Education to implement BARR and will know in early June if they are selected.

Information on FY25 proposed budget was discussed. As of May 20, 2024, the reserve fund was at approximately \$812,000. The reserve fund is expected to increase from partnership payments and LCTS revenue totaling and will end FY24 at approximately \$900,000. Anticipated income for 2024-25 is expected to be \$303,910 while expenses are planned to be \$398,070.

Deb Sjostrom motioned to approve the proposed FY25 budget, seconded by Mitch Anderson. The motion carried unanimously.

Chair Drake announced that the Collaborative Leadership team meeting would follow the Annual Meeting and invited members to stay.

A motion to adjourn was made by Judy Moeller and seconded by Sue Wilken. The motion carried unanimously.