

TIES  
Technology and Information Education Services  
Executive Committee Meeting

June 17, 2015

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:02 a.m. on May 20, 2015, in the 3<sup>rd</sup> Floor Snelling Room, TIES, 1667 Snelling Ave. N., St. Paul, Minnesota. The meeting was called to order by Mr. Dan Luth, Chair. Other members present included: Ms. Marci Anderson, Vice Chair; Mr. Jim Burgett; Mr. Dan Hoverman; Dr. John Schultz; Dr. Peggy Flathmann; Mr. Jim Skelly; Mr. Mike Bash; Mr. Brian Dietz; Mr. Tim Wilson, Coordinator Rep and Dr. Mark Wolak, Executive Director. TIES Staff members present included: Ms. Denise Sundstrom, CFO, Mr. Benjamin Silberglitt, Director, Ms. Georgia Kedrowski, Director and Ms. Anita Toth, Human Resources Manager and Ms. Vanessa Berentson, Marketing and Communications Manager.

Ms. Marci Anderson moved; seconded by Mr. Mike Bash; approval of the agenda, the motion carried unanimously.

Mr. Mike Bash moved; seconded by Ms. Marci Anderson; approval of the consent agenda, the motion carried unanimously.

The consent agenda items approval included: the minutes of the May 20, 2015 regular monthly meeting; the Treasurer's recommendation for the period ending May 31, 2015, categorized as follows:

<b>Claim payments for May, 2015</b>		
Check:	201571-201577	\$ 4,218.46
	203900-204040	1,387,854.30
E-payments:	80005405-80005465	29,638.81
Wire Transfers:	90000094-90000108	133,411.25
Totaling:		\$ 1,555,122.82
<b>Payroll for May, 2015</b>		
Direct Deposit:	39844-40162	
Totaling:		\$ 627,430.59
<b>Receipts for May, 2015</b>		
Receipt:	10861-10913	
Totaling:		\$ 1,251,417.29

and new hire, Russell Shurts, 1.0 FTE JavaScript Developer, effective June 15, 2015, salary of \$77,000. Resignations include: William (Charlie) Griffith, 1.0 FTE Transportation Router, effective June 30, 2015, Barb Inman, part-time payroll, effective June 26, 2015, and Kathy Halverson, Guest Services substitute, effective May 21, 2015.

Item 6.0 2015 Executive Committee Election Results: Ms. Marci Anderson presented the committee with the election results and requested approval on the results. Mr. Dan Luth moved; seconded by Mr. Dan Hoverman the motion to approve the election results, the motion carried unanimously.

Item 7.0 Resolution of Appreciation for Departing Executive Committee Members: Mr. Dan Luth read the resolution and acknowledged the two departing committee members for their contributions during their time on the committee.

Item 8.0 Adopt Organization Chart: Dr. Mark Wolak presented the updated TIES Organization Chart. Dr. John Schultz moved; seconded by Mr. Jim Skelly the motion to approve the organization chart, the motion carried unanimously.

Item 9.0 TIES Annual Budget Plan 2015-2016: Ms. Denise Sundstrom presented the TIES Annual Budget Plan 2015-2016. Dr. John Schultz moved; seconded by Mr. Dan Hoverman the motion to approve the TIES Annual Budget Plan 2015-2016, the motion carried unanimously.

Item 10.0 Executive Director Contract: Ms. Marci Anderson presented the Executive Director Contract. Mr. Dan Hoverman moved; seconded by Dr. John Schultz a motion to approve the Executive Director Contract as presented, the motion carried unanimously. Prior to approval, an amendment to the contract was discussed and the language was changed under Section 2: Duties. Mr. Dan Luth moved; seconded by Dr. John Schultz the motion to approve the amended change to the contract, the motion was approved by a 8 to 1 vote.

Item 11.0 Policy Reading: Ms. Anita Toth presented the Policy 420 – Employee Fringe Benefits to the executive committee for approval. Mr. Dan Hoverman moved; seconded by Ms. Marci Anderson the motion to approve the policy, the motion carried unanimously.

Item 12.0 Governance Ad-Hoc Team Report on Executive Committee Compensation: Mr. Jim Burgett presented the Governance Ad-Hoc Team report on Executive Committee Compensation. The discussion included a flat rate along with extra compensation for the Executive Committee Chair to attend additional meetings while serving in the role. Decision on compensation will occur at the July Executive Committee meeting.

Item 13.0 Executive Director Report: Dr. Mark Wolak updated the committee on the current goals and initiatives.

Item 14.0 Coordinator Report: Mr. Tim Wilson reported on the June meeting. The coordinators were presented an update on the status of TIES data center and the student information system transition. Mr. Steve Buettner, Edina, will be taking over as the chair for the new fiscal year 2015-2016 and Sue Heidt, Monticello, will begin her role as Executive Committee representative in July.

Dr. Peggy Flathmann moved, seconded by Ms. Marci Anderson; adjournment of the meeting at 8:36 a.m., the motion carried unanimously.

Respectfully submitted,  
Mr. Dan Luth, Chair