



TIES  
Technology and Information Education Services  
Executive Committee Meeting

June 23, 2014

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:00 a.m. on June 23, 2014, in the 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, Ms. Jane Berenz; Mr. Dan Hoverman; Dr. John Shultz; Dr. Peggy Flathmann; Mr. Jim Skelly; Dr. DeWayne Dill; Mr. Josh Swanson, Coordinator Rep; Dr. Mark Wolak, Interim Executive Director, Ms. Denise Sundstrom, Chief Financial Officer and Ms. Marla Davenport, Director, Learning & Technology. Members absent: Dr. Deirdre Wells. Mr. Dan Luth moved; seconded by Dr. John Schultz; approval of the agenda, the motion carried unanimously.

Mr. Dan Luth moved; seconded by Mr. Dan Hoverman; approval of the consent agenda (items 5.1, 5.2, 5.3, 5.4, 5.5 and 5.6), the motion carried unanimously.

The consent agenda items approval included: the minutes of the May 21, 2014 regular monthly meeting, June 10 & 11, 2014 special meeting; the Treasurer's List of Disbursements for the period ending May 31, 2014, in the total amount of \$2,432,552.89, categorized as follows:

|                              | May 31, 2014      |
|------------------------------|-------------------|
| Salaries/Benefits            | \$ 1,314,822.52   |
| Computer Equip & Maintenance | 43,031.51         |
| Other Budgeted Expenditures  | 659,881.97        |
| Reimbursable Expenditures    | 15,666.79         |
| Resale                       | 312,026.25        |
| Transportation               | <u>180,375.58</u> |
| Total Disbursements          | \$2,432,552.89    |

the Treasurer's Report for the month of May, 2014; elimination of position, Roberta Heimerl, Software Support Consultant, effective June 30, 2014 at a salary of \$74,331.

Item 6.0 2014-2015 Annual Plan & Budget (Action Item): Dr. Mark Wolak requested the committee approve the 2014-2015 Annual Plan & Budget as reviewed and discussed by Denise Sundstrom. Mr. Jim Skelly moved, seconded by Dr. John Schultz to approve the annual plan & budget.

Item 7.0 2014 Executive Committee Election Results Interim (Action Item): Ms. Marci Anderson presented the committee with the election results and requested approval on the results. Mr. Dan Luth will reach out to all of the candidates and report the results. Ms. Marci Anderson moved, seconded by Mr. Dan Hoverman to approve the election results.

Item 8.0 Interim Executive Director Report (Action Item): Dr. Mark Wolak presented his entry plan and intention to gather perception data about culture, strategic opportunities, customer needs, policy/governance, and management goals. He will present summary information in writing and orally to the committee at either the August or September meeting. He requested his entry plan become an action item for approval. Mr. Dan Hoverman moved, seconded by Dr. Peggy Flathmann to approve the entry plan.

Item 9.0 Adoption of Resolution for Retirement (Action Item): Mr. Dan Luth read the resolution and presented the certificate to Ms. Marla Davenport acknowledging her retirement. Mr. Dan Luth moved, seconded by Dr. Peggy Flathmann to approve the resolution.

Item 10.0 Resolution of Appreciation for Departing Executive Committee Members (Action Item): Mr. Dan Luth read the resolution and acknowledged the three departing committee members for their contributions during their time on the committee.

Item 11.0 Infinite Campus: Dr. Mark Wolak discussed the letter received by Infinite Campus and opened discussion to the board about scheduling a meeting and who should attend.

Item 11.5 State Grad Report: Mr. Dan Luth acknowledged TIES staff and Ms. Kathy Guthrie for their communication efforts in reference to this matter.

Item 12.0 Investigation Update: Mr. Dan Luth updated the Executive Committee Members that the investigation is still ongoing.

Mr. Josh Swanson, Eden Prairie TIES Coordinator thanked TIES for acknowledging coordinators at the last meeting and said there will be a change of the guard, as Tim Wilson, Osseo will attend his first meeting in July as the new TIES Coordinator.

Mr. Dan Luth moved, seconded by Ms. Jane Berenz; adjournment of the meeting at 8:22 a.m., the motion carried unanimously.