

TIES
Technology and Information Educational Services
Executive Committee Meeting

September 17, 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 7:28 a.m. on September 17, 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, 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; Dr. Mark Wolak, Interim Executive Director, and Ms. Denise Sundstrom, Chief Financial Officer. Members absent: none

Ms. Marci Anderson moved; seconded by Dan Hoverman; approval of the agenda, the motion carried unanimously.

Open session – Dan Luth opened a motion to approve the retirement agreement between TIES & Elizabeth Schweizer, Ms. Marci Anderson moved; seconded by Mr. Jim Skelly unanimous approval of the retirement agreement.

Mr. Mike Bash moved; seconded by Mr. Brian Dietz; approval of the consent agenda (items 8.1, 8.2, 8.3, 8.4 and 8.5), the motion carried unanimously.

The consent agenda items approval included: the minutes of the August 20, 2014 organizational and regular monthly meeting; the Treasurer's List of Disbursements for the period ending August 31, 2014, in the total amount of \$3,719,739.39, categorized as follows:

	August 31, 2014
Salaries/Benefits	\$ 938,902.73
Computer Equip & Maintenance	42,103.18
Other Budgeted Expenditures	407,365.42
Transportation	41,304.15
E-rate Reimbursements	99,149.55
Reimbursable Expenditures	6,294.47
Resale	<u>2,184,619.89</u>
Total Disbursements	<u>\$ 3,719,739.39</u>

the Treasurer's Report for the month of August, 2014; employment of Philip Belden, Senior Building Engineer, effective August 18, 2014 at a part-time hourly rate of \$25.00 for a total of 900 hours, employment of Carla Staffa, Education Technology Coordinator, effective August 26,

2014 at a salary of \$66,000, employment of Neil Holley, Senior Software Engineer, effective September 2, 2014 at a salary of \$105,000, resignation of position, Alexandra Moen, Software Support Analyst, effective September 12, 2014 at a salary of \$43,000, employment of Aaron Briel, Lead Software Test Engineer, effective September 15, 2014 at a salary of \$110,000, and employment of Nina Stultz, Marketing & Community Relations Manager, effective September 29, 2014 at a salary of \$50,000.

Mr. Dan Luth opened a motion to authorize him to work with Dr. Mark Wolak to extend the 'Interim' Executive Director's contract through June 30, 2015 and to remove 'Interim' from the title. Dr. John Schultz moved; seconded by Mr. Dan Hoverman approval to authorize the extension of the contract and remove 'Interim' from the title.

Item 9.0 Chief Financial Officer Update: Ms. Denise Sundstrom presented the 2013/2014 Actual vs. Budget sheet and the report on this year's state fair parking.

Item 10.0 Ad-Hoc Teams (Action Item): Mr. Dan Luth discussed the committee assignments and asked to adopt a formal approval of the Ad-Hoc teams and assignments. Dr. Peggy Flathmann moved, seconded by Mr. Mike Bash to approve the three Ad-Hoc Teams and assignments.

Item 11.0 Interim Executive Director Report: Dr. Mark Wolak presented his TIES Executive Goals & Plan of Action to the executive committee. Executive Committee Members discussed the six areas for improvement and agreed to continue moving forward. Dr. Mark Wolak at the request of the committee will send a revised plan prior to the next executive committee meeting.

Item 12.0 Coordinator Report: Mr. Tim Wilson reported to the executive committee about the TIES Coordinator meeting and stated that although he was not able to attend, he did receive information that the coordinators were informed about the new changes in eRate and now it affects the school districts.

Mr. Mike Bash moved, seconded by Mr. Jim Burgett; adjournment of the meeting at 8:58 a.m., the motion carried unanimously.