

TIES
Technology and Information Education Services
Executive Committee Meeting

December 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 7:06 a.m. on November 21, 2014, in the 3rd 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; 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. Members Absent: Mr. Dan Hoverman.

Mr. Mike Bash moved; seconded by Dr. John Schultz; approval of the agenda, the motion carried unanimously.

Dr. Peggy Flathmann moved; seconded by Mr. Jim Burgett; approval of the consent agenda, the motion carried unanimously.

The consent agenda items approval included: the minutes of the November 21, 2014 organizational and regular monthly meeting; the Treasurer's List of Disbursements for the period ending November 30, 2014, in the total amount of \$ 2,368,842.34, categorized as follows:

	November 30, 2014
Salaries/Benefits	\$ 958,731.72
Computer Equip & Maintenance	81,475.34
Other Budgeted Expenditures	864,349.19
Transportation	326,642.73
Reimbursable Expenditures	11,791.25
Resale	<u>125,852.11</u>
Total Disbursements	\$ 2,368,842.34

the Treasurer's Report for the month of November, 2014; retirement of position, Kathryn Guthrie, Director, Marketing & Communications, effective December 31, 2014, retirement of position, Barbara Hollister, Guest Services, effective January 6, 2015, employment of Carol Weber, HRPay Support Consultant, effective December 8, 2014 at an annual salary rate of \$55,000 to be pro-rated.

Item 6.0 2013-14 Audit Report: Mr. Mike Bash moved; seconded by Dr. John Schultz approval of the 2013-14 Audit Report.

Item 7.0 TIES2014 Conference Report: Mr. Greg Bartley, Director, Learning & Technology presented a video on the TIES2014 Conference and a power point presentation overview of the conference.

Item 8.0 Executive Director Report: Dr. Mark Wolak presented the committee with an update version of the goals & initiatives and progress that has been made.

Item 9.0 TIES2014 Conference Update: Mr. Greg Bartley, Learning & Technology Director, discussed the upcoming TIES2014 Conference.

Item 10.0 Review Policies: Anita Toth, HR Manager and Denise Sundstrom, Chief Financial Officer presented the executive committee with five policies for first review.

Item 11.0 TIES Future Meeting Dates: Dr. Mark Wolak presented the committee with upcoming meetings from January to March 2015. Please note the correction to the Executive Committee meeting date as it should read March 18, 2015 in the agenda.

Item 12.0 Coordinator Report: Mr. Tim Wilson presented the committee with an update on the last TIES Coordinator meeting which included the pre-coordinator discussion on upcoming test season. The meeting also recognized Chad Maxa for winning the TIES Technology Leadership Award.

Mr. Mike Bash moved, seconded by Mr. Jim Skelly; adjournment of the meeting at 9:07 a.m., the motion carried unanimously.