



Board of Directors Meeting
Tuesday, May 7, 2013
University of St. Thomas
Room 318 O'Shaughnessy Science Hall (OSS) St. Paul, MN
3:30-5:00 p.m.

MINUTES

Attending:

Blue, B (Executive Director)
Elverum, A
Hehre, J (Treasurer) via phone
Holub, B (Chair)
Houtz, M (Secretary)
Peterson Ware, P
Sabo, M

Moye, Phil (Visitor from IQS)

1. Welcome
2. Approve Minutes of 4/2/13 Board Meeting
Approved
3. Board Training, Bonnie Holub
The Board completed the second of three trainings at the Guild office on April 6.
There was full attendance.
4. Facilities, Brad Blue and Martin Sabo
Both Mortenson and UMA have received confirmation that they will be invited to enter into a lease agreement with the DNR. A press release will go out soon.
Interim facilities were discussed.
5. Personnel, Bonnie Holub
Bonnie Holub reported that the HR committee has been interviewing candidates for the Director of Advancement and Partnership Relations interviews and the Director of Programs position. The positions for the Executive Director and the

Director of Program Design and Professional Development will be processed next. Brad Blue and Julie Blue are acting in those positions in the interim.

6. Professional Development
Program and Professional Development Report was submitted.
7. Outreach, Recruiting, and Enrollment Report
The enrollment is as follows: 155 in 6th grade and 80 in 9th grade. Community meetings and recruiting efforts are scheduled.
8. Treasurer's Report, John Hehre
The financial report was presented to the Board. A motion was made to accept it. It was seconded and passed.
Martin Sabo and Bonnie Holub will join the Finance Committee.
9. Other Business
Phil Moyer, from the UMA's IQS Authorizer, provided a report with the following recommendations:
 - Board Meeting minutes and agendas need to be posted for a year. The second phase of the website will be up soon. This is the place where the agenda and minutes will reside. All of the reports will be on the site, as well.
 - The budget will be published by July 1, 2013.
 - It was suggested that a budget meeting be held one hour before the regular Board Meeting to clarify understanding for Board members.
 - Chair Bonnie Holub directed John Hehre and Brad Blue to meet with CPAs once per year to clarify the reports and to schedule meetings.
10. Adjourn
At 5:07 p.m. a motion was made, passed, and seconded to adjourn.

Respectfully Submitted,
Marcia Houtz, Secretary