

## **Board of Directors Meeting Minutes**

Tuesday October 18, 2016 @ 4:45 pm

UMA, 426 Osceola Ave S, St. Paul, MN 55102

### Attendees:

- Adler, Harry (Executive Director)
- Elverum, Amy (Dean of Students)
- **Ernst, Lesley**
- **Hong, Krista**
- **Klancher, Joe**
- Mayer, Matt (BerganKDV)
- **Mortenson, Chris**
- Payton, Abbe (Director of Advancement)
- **Schneider, Adam**
- **Svensrud, Chris**
- **Trockman, Dan**
- Wordes, Christina (BKDA)

### Absent:

- **Janet Ludden**

### **Welcome & Mission Minute**

- Board members recounted examples of seeing the UMA mission in action.

### **Board Appointments**

- Janet Ludden (community member) and Adam Schneider (teacher) have submitted letters of interest for filling our open board positions.
- Chris Mortenson spoke briefly on both board appointees and recommended their appointments for one year.
- Motion to fill vacant Board seats: Lesley E.
- Second: Chris S.
- Passed

### **Approval of September Minutes**

- Minor typos were corrected
- Motion to approve September minutes: Dan T.
- Second: Joe K.
- Passed

### **FY1516 Audit**

- Matt Mayer, a Bergan KDV representative, reviewed with the board the Audit dated 6.30.2016. Three reports were provided and UMA received the highest marks possible on all reports in terms of cleanliness.
- Motion to accept auditor's report: Krista H.
- Second: Adam S.
- Pass

### **Finance Committee Report**

- A working budget has been developed based on current enrollment figures.
- Joe K provided a summary of the most recent Finance Committee Meeting.
- Christina W. shared some reflections on the Audit report.
- Harry A. provided a comparison of original vs. working budget.

### **Discuss Private Funds (Donations) as Revenue in the Budget**

- Chris M. addressed the way fundraising revenue assumptions are written into the current budget.
- Dan T. asked some questions regarding grant writing.
- Chris S. asked for clarification on options for possible resolution to fundraising revenue assumptions.
- Each board member was offered an opportunity to comment.

### **Accept ED & DA Goals & Assessment**

- The board requested some work on these goals in September, and updated versions were provided.
- Abbe and Harry have been requested to create an internal/external analysis of the timing of workload tasks in a calendar year.

### **Executive Director's Report**

- Tabled

### **Director of Advancement Report**

- Tabled

### **Discuss Annual Meeting & Board Election Date**

- Possibilities include March 2 (P/T Conferences), April 30 (end of Q3), May 5 (Gala)
- Tabled

### **Strategic Planning Minute**

- Lesley volunteered to wordsmith
- Adam and Janet (if she accepts the opportunity) will lead strategic planning discussions.

### **Public Comment**

- None

### **Adjourn**

- Motion to adjourn: Lesley E
- Second: Joe K
- Passed
- Meeting adjourned at 6:50 p.m.