

Board of Directors Meeting Minutes
Tuesday May 16, 2017 @ 4:45pm
Upper Mississippi Academy (UMA)
426 Osceola Ave. S. - St. Paul, MN 55102

Attendees:

- Harry Adler, Executive Director
- Amy Elverum, Dean of Students
- **Lesley Ernst**
- **Krista Hong**
- Dean Kephart, IQS
- **Joe Klancher**
- Theresa Kingsbury, BKDA
- **Chris Mortenson**
- Abbe Payton
- **Chris Svensrud**
- **Dan Trockman**

Welcome and Mission & Values Minute

- Attendees shared experiences with UMA Mission.

Conflict of Interest Declarations

- Board members provided signatures on forms to confirm no family connection to the entity (church) which holds UMA's lease.

Approval of Minutes

- Motion to approve April 2017 minutes with correction (add Joe Klancher to attendee list):
Krista Hong
- Second: Joe Klancher
- Motion passed

Fund Balance Policy #701

- Motion to approve and adopt Fund Balance Policy #701: Dan Trockman
- Second: Joe Klancher
- Motion passed

Finance Committee Report

- FY1718 budget assumptions and FY1718 original budget were presented as follows:
 - General Fund Revenues of \$3,515,652; Expenditures of \$3,468,920; Transfers out of \$500.
 - Food Service Fund Revenues of \$49,900; Expenditures of \$50,400; and Transfers In of \$500.
 - Community Service Fund Revenues of \$6,600 and Expenditures of \$6,600.
- Motion to approve FY1718 budget assumptions and FY1718 original budget as presented: Lesley Ernst
- Second: Krista Hong
- Motion passed

Advancement Office Plan

- Chris Mortenson presented a four level model on the future of the Advancement Office.
- Discussion was held concerning the four level model.

- Chris Mortenson will convene a small group to create a contract that spells out revenue, expenditures and check-in points to determine risk vs. benefit status of the Advancement Office.

Consent Agenda

-*Accept election results

-Accept strategic plan - articulated goals, activities, responsibilities and measures in a chart related to UMA's mission and values statements.

-Accept Executive Director review process measures and expectations template, with three small amendments.

-Approve Facilities Committee members

-Approve IoWa rights for Amy Elverum - Harry Adler to be Primary IoWA and Amy Elverum will be the IoWA with the authority to preapprove and remove names for Upper Mississippi Academy 4210-07.

- Motion to approve and accept Consent Agenda items: Chris Svensrud
- Second: Krista Hong
- Motion passed

**Agenda item for next meeting: Consider adding another seat on the board*

Executive Director Report

- Next Board meeting - parent, student and reach survey results.

Director of Advancement Report

- Gala results were near \$30k , which moves UMA beyond the revised, overall Advancement Department fundraising goal of \$70k for the fiscal year.

Public Comment

- No public attended

Adjourn

- Motion to adjourn: Dan Trockman
- Second: Chris Svensrud
- Motion passed

Meeting adjourned at 6:25 p.m.