

**Board of Directors Meeting Minutes**  
Tuesday September 19, 2017 @ 4:45 p.m.  
Upper Mississippi Academy (UMA)  
426 Osceola Ave. S. - St. Paul, MN 55102

**Attendees**

- Harry Adler (Executive Director)
- Amy Elverum (Associate Director)
- **Lesley Ernst**
- **Jenn Haas**
- **Brian Hanley**
- **Krista Hong**
- **Dan Trockman**
- Theresa Goette (Bergen KDV)
- **Joe Klancher**
- **Chris Mortenson**
- **Adam Schneider**
- Abbe Payton (Director of Advancement)
- **Chris Svensrud**

**Welcome and Mission & Values Minute**

- Attendees shared experiences with the UMA Mission and Values from their lives.

**Conflict of Interest Declarations**

- One potential conflict was discussed and was determined to not be a conflict.

**Approval of August Minutes**

- Motion to approve August 2017 UMA Board Minutes with one correction of Amy Elverum's title to read 'Associate Director': Adam Schneider
- Second: Krista Hong
- Motion passed

**Finance Committee Report** (Updated FY17 unaudited; August 2017 financial report; update on financial training)

- Joe Klancher shared that UMA is moving according to plan with revenue and expenses based on the budget.
- Theresa Goette shared that UMA's revenue for FY17 was slightly higher than expected, making the fund balance 11.3%
- Theresa Goette shared that the UMA audit will occur in early October. Audit information will likely be shared at the November board meeting.

**IQS Scorecard**

- Harry Adler walked the Board through the IQS scorecard for the 2016-2017 school year.

**Board Business**

- Discussion was led by Chris Mortenson on the UMA Board work plan, committees, closed board retreat (scheduled for 11/11/2017), and vacant community member seats.

**Bereavement policy**

- The board agreed a bereavement policy for FY19 is an important value statement and will continue to work on wording, then will revisit at the October 2017 meeting.

**Executive Director Evaluation Planning**

- The Board discussed changes to the measures and format of the Executive Director evaluation.
- Possible amendments to the current evaluation plan will be reviewed and reported back to the board in a future meeting.

**Executive Director Report**

- Harry Adler reported on current enrollment, strategic planning outcomes, school information sessions, the upcoming UMA Annual Report, the Fundraising Committee, the Parent Involvement meeting (required by Title 1), and the Improvement Plan for IQS, the UMA authorizer.

**Director of Advancement Report**

- Abbe Payton reported on her activities and accomplishments as Director of Advancement.

**Public Comment**

- No public attended

**Adjourn**

- Motion to adjourn: Lesley Ernst
- Second: Joe Klancher
- Motion passed
- Meeting adjourned at 6:55 p.m.