

TIES
Technology and Information Educational Services
Executive Committee Meeting

June 20, 2018

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:35 a.m. on Wednesday, June 20, 2018, in the TIES Conference Center Lexington Room, 1640 Larpenteur Avenue West, Falcon Heights, Minnesota. The meeting was called to order by Mr. David Law, Executive Committee Chair. Other members present included: Mr. Mike Bash; Dr. Deb Henton; Mr. Rob Rapheal; Mr. Jim Skelly; Dr. Josh Swanson (arrived 7:44 a.m.); Dr. Scott Thielman (arrived 7:41 a.m.); Ms. Penny Pease, Coordinator Rep; and Dr. Mark Wolak, Executive Director. Also present were TIES staff members Mr. Jon Daniel, Finance Consultant; Ms. Shana Finnegan, Chief Operating Officer; Ms. June Moore, Assistant to Chief Operating Officer; Ms. Susan Mussell, General Counsel; and Mr. Corey Tramm, Chief Operating Officer. Absent: Mr. Jim Burgett and Ms. Denise Pontrelli.

Mr. Jim Skelly moved, seconded by Mr. Rob Rapheal, approval of the agenda. The motion carried unanimously.

Agenda Item 5.0: Consent Agenda Items: Dr. Deb Henton moved, seconded by Mr. Mike Bash, approval of the consent agenda. The motion carried unanimously.

The consent agenda items approval included: the minutes of the November 15, 2017, Joint Powers Board Annual meeting, January 24, 2018, Joint Powers Board special meeting, May 16, 2018, Executive Committee regular monthly meeting, and the Treasurer's List of Disbursements for the period ending May, 2018, categorized as follows:

Claim payments for May, 2018	
Check:	\$ 2,802,717.87
E-payments:	19,036.90
Wire Transfers:	372,169.73
Totaling:	\$ 3,193,924.50
Payroll for May, 2018	
Direct Deposit:	
Totaling:	\$ 451,613.75
Receipts for May, 2018	
Receipt:	
Totaling:	\$ 3,193,035.87

The following resignations/retirements/terminations: Sherry Bazille, .50 FTE Client Service I, effective July 1, 2018; Floyd Coley, .68 FTE Guest Services, effective July 1, 2018; Nicolas Johnson, 1.0 FTE ETL Developer, effective July 1, 2018; Dawn Maslowski, 1.0 FTE Executive Admin Assistant, effective

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July 1, 2018; Harsh Patel, 1.0 FTE Network Engineer I, effective June 13, 2018; the following change of assignment: John (Elliott) Krizek, 1.0 FTE Jr. QA Developer, grade 4, effective July 1, 2018; and annual insurance renewals.

Agenda Item 6.0: Coordinator Report: Ms. Penny Pease reported on the June TIES Coordinator meeting. Mr. Jamie Loken from Sourcewell discussed what a possible transfer of TIES to Sourcewell would look like for current users of TIES products and services. There was concern about sunseting of products and sufficient notice being given to districts to switch to another product. Also discussed was if the TIES Coordinator group will continue on with Sourcewell and in what capacity. The next meeting will be held in August to continue that discussion.

Agenda Item 7.0: Chief Operating Officer Report:

Agenda Item 7.1: Summary of Proposed Sourcewell Offer to TIES:

Ms. Shana Finnegan reported that the offer from Sourcewell is almost finalized and will be coming soon. It has been decided that TIES will continue as a joint powers entity (JPA) with Sourcewell having full governance and management control. The Metro ECSU will be a partner in this JPA. This option allows the owner/member districts to continue to lease levy for the building until it sells. Once Sourcewell has provided the offer to TIES a special Executive Committee meeting will take place to review and accept the offer. The offer will then be sent to each of the owner/member districts for the superintendent to sign and the school board to adopt. Closing will take place at the end of July and each owner/member will need to make their liability payment at the time of closing.

Agenda Item 7.2: Sale of TIES Building/Event Center Property Update: Ms. Shana Finnegan reported that tours of the TIES building/event center property are underway and the building will be publicly marketed through August 31. Offer letters will then be opened and due diligence will take place.

Agenda Item 7.3: Operating Budget F Y2018-2019: Ms. Shana Finnegan reported that because the transfer with Sourcewell is not completed yet it will be business as usual and presented the operating budget for fiscal year 2018-2019. Dr. Deb Henton moved; seconded by Mr. Rob Rapheal, approval of the 2018-2019 operating budget. The following voted in favor thereof: Mike Bash, Deb Henton, David Law, Rob Rapheal, Jim Skelly, Josh Swanson, Scott Thielman, and the following voted against the same: None. The motion carried unanimously. If for some reason the transfer with Sourcewell does not happen, an amended budget will be brought back to the Executive Committee.

Agenda Item 8: 2018 Regular Executive Committee and Officers Meeting Schedule: Chair David Law asked that Executive Committee Officers and Regular EC meetings be scheduled through December. Meetings will be cancelled if there are no updates or there is no business to conduct. The officers will meet the first Wednesday of every month and the regular meetings will continue to be the third Wednesday of the month. Dr. Deb Henton moved, seconded by Mr. Rob Rapheal, approval of the meeting schedule as presented. The motion carried unanimously.

Agenda Item 9: Executive Director Report:

Agenda Item 9.1: Districts Leaving Owner/Membership June 30, 2018: Dr. Mark Wolak reported that in the past year, 12 owner/member districts notified TIES that they would be leaving

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owner/membership as of June 30, 2018. TIES was recently notified in writing by 9 of those districts to rescind their notification to withdraw.

Agenda Item 9.2: Preparing for July Organizational Meeting: Dr. Mark Wolak reported that the July 18 Executive Committee meeting will be the organizational meeting with election of officers, determination of salaries, etc.

Mr. Jim Skelly moved, seconded by Dr. Deb Henton, adjournment of the meeting at 9:06 a.m. The motion carried unanimously.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Deb Henton".

Dr. Deb Henton, Clerk