

# REGULAR MEETING MINUTES OF THE SOURCEWELL TECHNOLOGY BOARD OF DIRECTORS

Tuesday, December 17, 2019

Sourcewell Technology

2340 Energy Park Dr, St. Paul, MN 55108

Chair Zylka called the Regular Meeting of the Board of Directors to order at 6:04 pm with the following members present: Bill Harvey and Andrea Cuene; Mark Gerbi, Barb Neprud, Sharon Thiel, Scott Veronen, Sara Nagel, Ryan Thomas, and Greg Zylka attended by ITV. Also present were; Julie Frame, Metro ESCU, Ex-Officio; Chad Coquette, Susan Nanik, Marcus Miller, Jamie Loken, Jeremy Schwartz, Paul Drange, Mike Carlson, Travis Bautz, Anita Toth, Susan Mussell, Dean Greising, Mary Klamm, Chris Klein, and Danielle Wadsworth, Sourcewell Technology and Sourcewell Staff.

Mr. Gerbi moved, seconded by Mr. Thomas to accept the agenda as presented. Motion carried.

Ms. Nagel moved, seconded by Mr. Veronen to accept the Minutes of the Regular Board Meeting held on October 15, 2019. Motion carried.

Mr. Loken presented the monthly Financial Report of Cash, Revenues, and Expenditures.

Ms. Nagel moved, seconded by Ms. Thiel to approve the Financial Report. Motion carried.

Ms. Neprud moved, seconded by Mr. Gerbi to approve the check register and treasure's report of cash, revenues, and expenditures and to pay all vendor disbursements #303347 to #303512. Motion carried.

Ms. Neprud moved, seconded by Ms. Nagel to approve the electronic fund transfer activity report and to pay all electronic fund transfers #V901263 to V901365. Motion carried.

Ms. Thiel moved, seconded by Mr. Veronen to approve the Resolution Designating Identified Official with Authority. Motion carried.

Mr. Loken presented a Sourcewell Technology update.

Mr. Thomas moved, seconded by Ms. Thiel to approve the following Sourcewell Technology Board Policies:

- a. Cellular (Cell) Phone Policy
- b. E-mail use Policy
- c. Social Media Policy
- d. Information Security Policy

Motion carried.

Ms. Nagel moved, seconded by Ms. Neprud to approve hiring the following:

- a. Mindee Peterson, Portfolio Account Sales Representative, effective December 16, 2019

Motion carried.

Ms. Thiel moved, seconded by Mr. Veronen to accept the resignation of the following:

- a. John (Elliott) Krizek, Quality Assurance Developer, effective December 6, 2019
- b. Nicholas Patrek, Customer Experience Representative, effective December 27, 2019

Motion carried.

Mr. Gerbi moved, seconded by Ms. Nagel to approve opening the following positions:

- a. Customer Advantage Specialist
- b. Customer Experience Representative

c. Quality Assurance Developer  
Motion carried.

Mr. Gerbi moved, seconded by Mr. Thomas to adjourn the meeting at 6:45 pm. Motion carried.