

REGULAR MEETING MINUTES OF THE SOURCEWELL TECHNOLOGY BOARD OF DIRECTORS

Tuesday, June 18, 2019

Sourcewell Technology

2340 Energy Park Dr, St. Paul, MN 55108

Sourcewell Conference Rooms 3 & 4

202 12th St. NE, Staples, MN 56479

Chair Zylka called the Regular Meeting of the Board of Directors to order at 4:09 pm with the following members present: Barb Neprud, Mark Gerbi, Sharon Thiel, Scott Veronen, Sara Nagel, Ryan Thomas, Bill Harvey, Greg Zylka and Mike Wilson. Also present were; Chad Coquette, Susan Nanik, Marcus Miller, Mike Carlson, Jamie Loken, Jeremy Schwartz, Paul Drange, Anita Toth, Jonathan Daniel, Phil Berg, and Danielle Wadsworth, Sourcewell Technology and Sourcewell Staff.

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

Mr. Gerbi moved, seconded by Mr. Veronen to accept the Minutes of the Regular Board Meeting held on April 11, 2019. Motion carried.

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

Mr. Gerbi moved, seconded by Ms. Neprud to approve the Resolution to Approve FY 19/20 Budget. Motion Carried.

Ms. Neprud moved, seconded by Ms. Thiel to approve the check register and treasure's report of cash, revenues, and expenditures and to pay all vendor disbursements #302754 to #302949. Motion carried.

Ms. Neprud moved, seconded by Mr. Wilson to approve the electronic fund transfer activity report and to pay all electronic fund transfers #V900995 to V901063 and #V9009998 to #V9010039. Motion carried.

Mr. Loken presented a Sourcewell Technology Business Update.

Mr. Wilson moved, seconded by Ms. Nagel to approve the following Board Policies:

- a. Background Checks
- b. Drug Prevention
- c. Drugs Alcohol Tobacco Free
- d. Equal Employment
- e. Harassment Violence
- f. Nepotism
- g. Outside Employment

Motion carried.

Ms. Neprud moved, seconded by Mr. Veronen to approve the Designation of Auditor, Eide Bailly. Motion carried.

Ms. Thiel moved, seconded by Mr. Wilson to approve the Memorandum of Understanding between Sourcewell Technology and Chief Operating Officer. Motion carried.

Ms. Nagel moved, seconded by Ms. Neprud to approve the Sourcewell Technology Management Agreement FY 19/20. Motion carried.

Mr. Veronen moved, seconded by Mr. Gerbi to approve hiring the following:

- a. David Anderson, Database Administrator, effective June 7, 2019
- b. Gordon Fink, Quality Assurance Manager, effective June 7, 2019

Motion carried.

Mr. Thomas moved, seconded by Mr. Harvey to adjourn the meeting at 5:00 pm. Motion carried.