

**TIES**  
 Technology and Information Educational Services  
 Executive Committee Meeting

April 19, 2017

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:31 a.m. on Wednesday, April 19, 2017, in the TIES Conference Center Lexington Room, 1640 Larpentour Avenue West, Falcon Heights, Minnesota. The meeting was called to order by Mr. Dan Luth; Executive Committee Chair. Other members present included: Mr. Mike Bash; Mr. Jim Burgett; Dr. Deb Henton; Mr. David Law (arrived 7:45 a.m.); Ms. Denise Pontrelli; Mr. Jim Skelly; Dr. Scott Thielman; Mr. Steve Buettner, Coordinator Rep; and Dr. Mark Wolak, Executive Director. Also present were TIES Staff Members Shana Finnegan, Chief Operating Officer; Georgia Kedrowski, Chief Experience Officer; and Corey Tramm, Chief Technology Officer. Absent: Dr. John Schultz.

Mr. Jim Skelly moved, seconded by Ms. Denise Pontrelli, approval of the agenda. The motion carried unanimously.

Mr. Mike Bash moved, seconded by Mr. Jim Burgett, approval of the consent agenda. The motion carried unanimously.

The consent agenda items approval included: the minutes of the March 15, 2017 regular monthly meeting and the Treasurer's List of Disbursements for the period ending March, 2017, categorized as follows:

<b>Claim payments for March, 2017</b>		
Check:	(none)	\$ -
	207815-207970	3,347,235.74
E-payments:	80006524-80006562	24,520.93
Wire Transfers:	90000300-90000307	84,205.07
Totaling:		\$ 3,455,961.74
<b>Payroll for March, 2017</b>		
Direct Deposit:	45052-45249	
Totaling:		\$ 393,053.55
<b>Receipts for March, 2017</b>		
Receipt:	11817-11900	
Totaling:		\$ 2,839,539.62

The following change of assignments: Laura Bollensen, 1.0 FTE Client Services II, Grade 4, effective April 24, 2017; Amanda Peterson, Guest Services representative, reduction from 1.0 FTE to .625 FTE, effective April 17, 2017; and Char Wemple, 1.0 FTE Controller, Grade 8, effective April 24, 2017. The following resignations: David Campen, 1.0 FTE ETL Developer, effective March 24, 2017; Tom Hinze, 1.0 FTE Network Engineer, effective April 21, 2017 (Retirement); and Cynthia Mammenga, 1.0 FTE Accounts Payable, effective May 15, 2017 (Retirement). The following elimination of positions: Judy Kittleson, .50 FTE Guest Services representative, effective April 17, 2017; and Amanda Peterson, .625 FTE Guest Services representative, effective June 30, 2017. The following leave of absence: Jacob Salmela, 1.0 FTE Internal Support, effective April 10, 2017 to May 22, 2017 (FMLA).

## **Minutes – April 19, 2017**

Agenda Item 6.0: Coordinator Report: Mr. Steve Buettner reported on the April TIES Coordinator meeting. The proposed new legislation on student data privacy was discussed and Mark Wolak talked about the coordinator role in the TIES organization moving forward. The Executive Committee also discussed with Mr. Buettner the owner/pricing decision.

Agenda Item 7.0: 2017 Executive Committee Election Timeline and Election Groups: Mr. Dan Luth discussed the TIES Executive Committee election timeline. There are no changes in the Executive Committee election groups. The terms of Ms. Denise Pontrelli (from election group category II) and Dr. Scott Thielman (from election group category III) are up. Pontrelli and Thielman will run for reelection. Dr. John Schultz will be resigning from his position on the Executive Committee which means there will also be a three-year term from election group category III.

Mr. Jim Burgett, Dr. Deb Henton, and Mr. Dan Luth volunteered to be on the Election Nominating Committee. Mr. Mike Bash moved, seconded by Mr. David Law, approval of the Nominating Committee members. The motion carried unanimously.

### Agenda Item 8.0: Executive Committee Ad Hoc Team Reports:

Agenda Item 8.1: Governance: Dr. Mark Wolak and Governance Team members reported on the meeting that took place in March. The Joint Powers agreement, rewriting the Bylaws, and the cost of leaving ownership were discussed. Dr. Wolak will bring a resolution to the May Executive Committee meeting that will include a calculation to determine liabilities for owners who want to leave TIES. Dr. Wolak will work with the Executive Committee to develop and propose other models for governance of TIES. The goal is to propose an improved model by the annual meeting in November.

Agenda Item 8.2: Finance & Facility: Dr. Mark Wolak and Finance & Facility Team members reported on the meeting that took place in April. The 2017-2018 budget will be on the June agenda for adoption.

Agenda Item 9: Chief Operating Officer Report: Ms. Shana Finnegan reported that TIES has been consulting with the Minnesota Department of Education about technology legislation and the cost that will be incurred in school districts if legislation is passed. TIES is learning how new legislation would affect school districts.

Ms. Finnegan also reported on the Managed Security Program (MSP) offering that was launched last week. A presentation on this service will be given at the May Executive Committee meeting.

Agenda Item 10: Executive Director Report: Dr. Mark Wolak reported that another Thoughtexchange will be sent to owner and partner districts in the near future.

Mr. David Law moved, seconded by Dr. Deb Henton, adjournment of the meeting at 9:14 a.m. The motion carried unanimously.

Respectfully Submitted,  
Dr. Deb Henton, Clerk