

ISD 728
MINUTES OF THE
ORGANIZATIONAL
SCHOOL BOARD MEETING
ELK RIVER, MN
1/8/2018

The mtg was called to order by Chair Steinbrecher at 7:00 p.m. at the Dist Office.

Members Present: Gregg Pepin, Jamie Plantenberg-Selbitschka, Shane Steinbrecher, Holly Thompson, Christi Tullbane, Tony Walter; Members Absent: Joel Nelson; Others Present: Dan Bittman Supt; Londa Chambers, Mgr of Admin Services

Chair Steinbrecher stated that the School Board has adopted a Code of Ethics that is read when new board members are sworn into office.

Plantenberg-Selbitschka seconded to close nominations for the office of School Board Chair. By a unanimous vote, Shane Steinbrecher was declared School Board Chair. Tony Walter nominated Jamie Plantenberg-Selbitschka for the office of School Board Vice Chair. Holly Thompson seconded the nomination. Thompson moved/Walter seconded the motion to close nominations for the office of School Board Vice Chair. By a unanimous vote, Jamie Plantenberg-Selbitschka was declared School Board Vice Chair. Walter moved/Thompson seconded the motion to combine the Clerk/Treasurer position. Motion was unanimously approved. Holly Thompson nominated Tony Walter for the office of School Board Clerk/Treasurer. Jamie Plantenberg-Selbitschka seconded the

nomination.

Plantenberg-Selbitschka moved/Thompson seconded the motion to close nominations for the office of School Board Clerk/Treasurer. By a unanimous vote, Tony Walter was declared School Board Clerk/Treasurer.

Walter moved/Thompson seconded the motion to approve the board mtg schedule for 1/2018 through the end of the 2018-19 school yr. The mtgs will be held on the 2nd & 4th Mondays of each

month. Mtgs will be held at the Dist Office, beginning at 7 p.m. On vote being taken, the following voted in favor: Plantenberg-Selbitschka, Steinbrecher, Thompson, Tullbane, Walter. against: Peppin. Passed.

Walter moved/Thompson seconded the motion to designate the ER Star News as the official newspaper for legal purposes. Approved.

Walter moved/Thompson seconded the motion to designate official depositories for legal purposes as follows: Bank of ER, checking/savings, investments; US Bank Mpls, investments/savings; Klein Bank, escrow-building leases; MSDLAF managed by PFM, liquid asset fund-investment; PMA Financial Network, Inc, investments; US Bank managed by PFM, investments-OPEB; Bremer Bank, ACH

for payroll; Wealth Management U.S. Bancorp Investments, Scholarship Investments. Approved.

Walter moved/Thompson seconded the motion to adopt the Resolution Regarding the Authority to Purchase, Lease and Contract for Goods/Services as follows: BE IT RESOLVED that the Supt; the Exec Dir of Business Services; and the Asst Supt of Educational Services, be delegated authority to purchase, lease, or contract for goods/services in the name of ISD 728, Sherburne Cty, Elk River, MN, within the budget as approved by the Board, provided that any trans-

action in the amount exceeding the minimum amount for which bids are required must first be specifically authorized by the Board and must fulfill all other applicable re-

uirements in Section 123B.52.

Approved.

Walter moved/Thompson sec-
onded the motion to authorize
Shane Steinbrecher & Tony Walter
to be the signatories for all district
checks for the period beginning
1/1 and until a new stamp is pre-
pared with the new officer names.

Approved.

Walter moved/Thompson sec-
onded the motion to adopt the MN
Records Retention Schedule for
School Districts as a guide for pre-
serving records with administrative,
legal, fiscal & historical value; and
to dispose of records that no longer

have value. Approved.

Walter moved/Thompson seconded the motion to designate the following staff as official staff with authority to make Electronic Fund Transfers on behalf of ISD 728 for the calendar yr 2018:

Asst Dir of Finance & Dist Accountant. Approved.

Walter moved/Thompson seconded the motion to adjourn the meeting at 7:12 p.m. Approved.

Minutes prepared by Londa

Chambers
TONY WALTER,
SCHOOL BOARD CLERK
(complete minutes are posted on