

OBS Board Meeting Minutes

Oct. 17, 2023

Board members in attendance: Alnisa Allgood, Laurel Neverdahl, Maurice Sheppard, Renee Boyce, Moira Harrington, Susan Goodwin, Liz Dannenbaum, Bethany Ordaz, Laura Peterson, Matt Cornwell, Juscha Robinson, Lisa Laschinger (rep for Eric Knepp)

Board members absent: Julie Bernauer, Philip Bradbury, Betty Chewning, Bill Patek, Sandra Statz, Julie Rupert

Advisory board members in attendance: JT Covelli, Barb Tensfeldt

Staff in attendance: Tanya Zastrow, Amanda Sherer, Joe Vande Slunt, Katy Nodolf

1. Call to order at 4:03 by Alnisa Allgood
2. Approval of the July 18, 2023 Minutes
 - a. Motion to approve by Bill Patek, seconded by Susan Goodwin
 - b. Voted and approved
3. Reports
 - a. Discussed updating authorized signers with BMO, Tanya presented document for review
 - i. No Modifications suggested
 - ii. Susan Goodwin motioned to approve resolution, seconded by Renee Boyce; Voted and approved
 - b. Bylaws Review
 - i. Susan Goodwin noted that Bylaws will still be altered to reflect updated info regarding committees and membership changes
 - ii. Current timeline is to vote on new bylaws in February, will continue to review and discuss between now and then
 - iii. Board members are requested to review and submit any comments, modifications, or suggestions by November 15 (will not be discussed at November board meeting, but want info submitted for members to review for future acceptance)
 - c. Financial Report presented by Laura Peterson
 - i. New format for financial reports – visually different but presents the same information
 - ii. No additions to Director's Report for this month
 - d. 990
 - i. 990 was presented to Executive committee and no issues were noted. No comments received from board members. Vote for final approval can be done via email.
 - ii. The board info listed reflects 2022; this needs to be updated but the numbers are accurate.
 - iii. Motion to approve from Laura Peterson, seconded by Maurice Sheppard; voted and approved.

- e. Staff reports
 - i. No staff reports were shared beyond what was provided in the packet.
- f. New business
 - i. Hybrid vs. virtual meetings
 1. AV system will not be fixed in learning center until spring at the earliest. Possibility to have city approved mic/camera purchased in January. Suggestion to continue with zoom board meetings through at least end of 2023 until possible hybrid option is determined.
 2. Presentation of yearly board meeting calendar for 2024, including topics for each scheduled meeting. Switched to begin 2024 with February instead of January, and every other month thereafter. Meetings should be assumed to last 90 minutes.
 3. Nov. and Dec. 2023 meetings remain as scheduled and will be virtual.
 - ii. Committees
 1. Comment that every board member is expected to be serving on a committee
 2. Decision was made that each committee should provide a brief general summary (approx. 1 paragraph) of activity the week before the board meeting, to be included in the board meeting packet. Discussion regarding each summary will be pursued in the board meeting only as needed. Confidentiality was discussed; Lisa Laschinger will determine whether these committee reports are subject to open records law.
 - iii. Possible shared drive
 1. Potential management software options have been brought up by Alnisa Allgood; Joe Vande Slunt will begin to review.
 2. Possibility of using Google Drive to be investigated further by Tanya Zastrow
 - iv. Heatmap
 1. Decision to get new format of agenda, committee reports, etc. up and running; will revisit in summer 2024.
- g. Announcements
 - i. No announcements discussed
- h. Adjourned
 - i. Motion to adjourn by Renee, voted and approved. Adjourned at 5:26 pm.

ACTION ITEMS

Date Added	Item	Assigned to	Status Update
10/17/23	Submit brief summary of committee activities to Amanda by 11/14/23	Each committee chair	
10/17/23	Determine whether committee reports	Lisa	

Date Added	Item	Assigned to	Status Update
	are subject to open records law	Laschinger	
10/17/23	Review board management software	Joe Vande Slunt/Alnisa Allgood	
10/17/23	Review capabilities/requirements for sharing board documents on Google Drive	Tanya Zastrow	
10/17/23	Review proposed bylaws and provide any comments/suggestions by 11/15/23	All members	