

REGULAR MEETING MINUTES OF THE SOURCEWELL BOARD OF DIRECTORS

Tuesday, June 16, 2020

Sourcewell

202 12th St. NE, Staples, MN 56479

ITV via Microsoft Teams

Chair Wilson called the Sourcewell Regular Board meeting to order at 5:35pm with the following members present: Greg Zylka, Linda Arts, Chris Kircher, Scott Veronen, Ryan Thomas, Sharon Thiel, Sara Nagel, and Mike Wilson via ITV. Also present were Simoine Bolin, Mid-State Education District and Paul Brownlow, Verndale School District, Ex-Officios; Chad Coauette, Susan Nanik, Marcus Miller, Jamie Loken, Paul Drange, Mike Carlson, Jeremy Schwartz, Travis Bautz, Dean Greising, Chris Klein, and Danielle Wadsworth, Sourcewell Staff.

Mr. Zylka moved, seconded by Mr. Thomas to accept the agenda as amended. Roll call vote taken. Motion passed unanimously.

Ms. Nagel moved, seconded by Ms. Thiel to accept the minutes of the Regular Board Meeting held on May 19, 2020. Roll call vote taken. Motion passed unanimously.

Mr. Carlson presented the monthly Financial Reports.

Mr. Zylka moved, seconded by Mr. Kircher to approve the Resolution to Approve FY 20/21 Budget. Roll call vote taken. Resolution passed unanimously.

Mr. Veronen moved, seconded by Ms. Nagel to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated June 10th, 2020. Roll call vote taken. Motion passed unanimously.

Ms. Nagel moved, seconded by Mr. Thomas to accept the Consent Agenda as follows:

- Updated Membership Agreements Members added May 1-31, 2020
- Resolution to approve permission to solicit the following category:
 - Indoor Fitness Equipment with Related Accessories and Services
- Resolution to approve permission to re-solicit the following category:
 - Fleet Card with Related Payment and Transaction Processing Services
- Interagency Joint Powers Agreement between Washington State Department of Enterprise Services and Sourcewell

Roll call vote taken. Motion passed unanimously.

Ms. Nanik gave an update on the Facilities and Human Resource Departments.

Mr. Carlson gave an update on the Finance and Risk Management Departments.

Mr. Miller gave an update on the Government Relations and General Counsel Departments.

Mr. Schwartz gave an update on the Operations, Procurement, and Information and Communications Technology Departments and contracts awarded in May as noted in Appendix A.

Mr. Zylka moved, seconded by Ms. Thiel to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Roll call vote taken. Resolution passed unanimously.

Mr. Bautz gave an update on the Membership and Marketing Departments.

Mr. Drange gave an update on the Education Solutions and Community Solutions Departments.

Mr. Schwartz gave an update on Sourcewell Metrics Committee.

Mr. Zylka moved, seconded by Ms. Nagel to approve the Equity and Inclusion Position Statement. Roll call vote taken. Motion passed unanimously.

Ms. Thiel moved, seconded by Mr. Kircher to approve personnel recommendations as presented. Roll call vote taken. Motion passed unanimously.

Ms. Nagel moved, seconded by Mr. Kircher to approve Hay Review recommendation of adjustments and changes. Roll call vote taken. Motion passed unanimously.

Mr. Zylka moved, seconded by Mr. Thomas to approve employee matrix and associated individual annual employment contracts as presented. Roll call vote taken. Motion passed unanimously.

Dr. Coquette gave a business update on Covid-19 and State/National Associations and Partnerships.

Ms. Nagel moved, seconded by Mr. Kircher to adjourn the meeting at 6:50 p.m. Roll call vote taken. Motion passed unanimously.

