



Minutes for Meeting Book - Tuesday, February 18, 2025 Board of Directors Meeting

Tuesday, February 18, 2025 | 6:00 PM - (GMT-06:00) Central Time (US & Canada)

Sourcewell Headquarters

Attendees:

Greg Zylka, Sharon Thiel, Sara Nagel, Chris Kircher, Doug Dahlberg, Julia Kicker, and Steven Barrows

1. Call to Order by Chair

1.1 Determination of Quorum

1.2 Welcome Ex-Officio's

2. Acceptance of the Agenda

2.1 Additions/Corrections to the agenda

Recommendation: Approve the agenda as presented/corrected.

Moved by: Sharon Thiel

Seconded by: Julia Kicker

Carried

3. Action on the Minutes of Clerk

3.1 Review and Approval of the minutes of the regular board meeting.

[Board of Directors - Jan 21 2025 - Minutes - Html](#) 

Recommendation: approve the minutes as presented

Moved by: Sara Nagel

Seconded by: Steven Barrows

Carried

4. Status of #924 Fund by Treasurer & Mike Carlson, Chief Financial Officer

4.1 Financial Report of Cash, Revenues, and Expenses

[February 2025.pdf](#) 

4.2 [Resolution_11_Budget Amendment FY24-25 Forecast.docx](#)



[Exhibit A - Finance.pptx](#) 

Recommendation: Approve Resolution 11 as presented.

Moved by: Steven Barrows

Seconded by: Julia Kicker

Carried

5. Consideration of Claims

5.1 Review by the Treasurer and presenting for approval the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the enclosed batch reports.

Recommendation: approve the batch reports as presented

Moved by: Sara Nagel

Seconded by: Doug Dahlberg

Carried

6. Consent Agenda

Recommendation: approve consent agenda as presented

Moved by: Chris Kircher

Seconded by: Julia Kicker

Carried

6.1 Resolution to Approve Solicitation and/or Re-Solicitation of Categories

[Resolution Approve Solicitation 08.docx](#) 

- 6.2 Resolution to Approve Ratification of Cooperative Contracting Awards

[Resolution Ratify cooperative purchasing awards 09.docx](#) 

- 6.3 Appendix A

[Procurement-Appendix A-February 2025.pdf](#) 

- 6.4 **[2025 February Personnel Recommendations.pdf](#)** 

- 6.5 **[2025 Associate Director of Career and College Readiness.FINAL.pdf](#)** 

[2025 Associate Director of Product Marketing - CP.FINAL.docx](#)


[2025 Associate Director of Product Marketing - New Solutions.FINAL.docx](#) 

[2025 Associate Director of Special Education.FINAL.pdf](#) 

[2025 Communications Director.FINAL.docx](#) 

[2025 Education Consultant - Career and Technical Education.FINAL.pdf](#) 

[2025 Education Consultant - Special Education.FINAL.pdf](#) 

7. Enterprise Solutions - Focused Program Update

- 7.1 A Day in the Life of a Sourcewell Employee Courtney Boelter

- 7.2 Hub of Solutions

8. Old Business - Talent and Culture Updates

Jen Roelke, Chief Talent and Culture Officer

- 8.1 **[Board Process Talent and Culture Feb 2025.docx](#)** 

Recommendation: Approve the Board Process changes.

Moved by: Sharon Thiel

Seconded by: Sara Nagel

Carried

- 8.2 **[Sourcewell Employment and Governance Policy Crosswalk](#)**

[2024_2025_FINAL.docx](#) 

1st review of governance policy changes

8.3 [March 2025 Sourcewell Employee Policy Guide.docx](#) 

8.4 [Talent and Culture Employee Policy Guide Overview_BOD_February 2025 - Copy.pptx](#) 

9. Old Business - Cont.

9.1 [Scorecard 24.25 Revised.pdf](#) 

- Jeremy Schwartz, Chief Operating and Procurement Officer

Recommendation: Approve the FY24.25 revised scorecard

Moved by: Doug Dahlberg

Seconded by: Sharon Thiel

Carried

10. New Business

11. Chief Executive Officer Update- Dr. Chad Coauette

11.1 State/National Associations and Partnerships

12. Reports

12.1 Individual Board Member Reports

12.2 Executive Committee- Association of Government Risk Pool (AGRiP) Conference Attendance

Recommendation: 1,000 stipend payment for members attending the AGRiP conference

Moved by: Sharon Thiel

Seconded by: Julia Kicker

Carried

13. Adjournment