

Northeast Educational Services Cooperative
Board of Directors Meeting
Monday, September 18, 2023

The Board of Directors for the Northeast Educational Services Cooperative (NESC) met in regular session on Monday, September 18, 2023 via Zoom or at Lake Area Technical College in Watertown, SD. The meeting was called to order by President Schuurman at 7:00 P.M. and adjourned at 7:37 P.M.

Members present:

Megann Murphy, Arlington; Audrey Schuller, Britton-Hecla; Alisha Nielsen, Castlewood; Malory McIntire, Clark; Evan Buckmiller, De Smet; Laura Crooks, Deubrook; Wade Gubrud, Deuel; Arend Schuurman, Elkton; Lisa Lauterhahn, Enemy Swim Day School; Chris Verhoek, Estelline; Jon Kahnke, Florence – entered at 7:07 P.M.; Tara Abraham, Hamlin; Jerod Olson, Lake Preston; Carrie Schiernbeck, ORR; Jayme Trygstad, Sioux Valley – entered at 7:01 P.M.; Lisa Amdahl, Summit; Penny Thyen, Waverly/South Shore; Martin Looyenga, Webster; Tia Felberg, Willow Lake; Natalie Remund, Wilmot

Absent:

Audrey Rider, Henry; Greg Bich, Iroquois; Lana Sand, Rosholt; Art Berger Jr., Waubay

Others Attending:

NESC Staff Representatives: Stephanie Hayunga, Robin Schwandt – entered at 7:02 P.M.

Member District Superintendents: Mitch Reed, Florence, Dr. Jim Block, Webster

NESC Administration: Andrea Powell, Director; Tiffany Stormo, Business Manager; Tim Frewing, Assistant Director

Call to Order

President Schuurman called the meeting to order at 7:00 P.M.

Introduction of Guests

Mitch Reed, Dr. Jim Block and Stephanie Hayunga were introduced as guests.

Agenda Review, Changes, and Approval

Action #24-19 Motion by A. Nielsen, second by C. Verhoek, to approve the agenda as presented. All present voted, motion carried.

Public Comment

No public comments were presented.

Conflict of Interest

No conflicts of interest were presented.

Financial Report

Action #24-20 Motion by M. McIntire, second by C. Verhoek, to approve the financial report for the period ending August 31, 2023. All present voted, motion carried.

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Agency Fund</u>
August 1, 2023	\$254,921.58	\$910,864.98	\$6,805.86
<u>Receipts:</u>			
Local Sources	\$1,109.10	\$278,624.43	\$2,001.32
State Sources		\$1,662.76	
Federal Sources			
Other	\$36.45	\$368.55	
<u>Total Monthly Receipts</u>	<u>\$1,145.55</u>	<u>\$280,655.74</u>	<u>\$2,001.32</u>
Total Gross Receipts	\$256,067.13	\$1,191,520.72	\$8,807.18
Manual Journal Entries			
Less Salaries	\$3,503.48	\$326,097.02	
Less Disbursements	\$161,736.83	\$61,641.11	\$1,746.03
<u>Total Salaries & Disbursements</u>	<u>\$165,240.31</u>	<u>\$387,738.13</u>	<u>\$1,746.03</u>
Ending Cash Balance			
August 31, 2023	\$90,826.82	\$803,782.59	\$7,061.15

Consent Agenda

Action #24-21 Motion by L. Amdahl, second by A. Nielsen to approve the following items on the Consent Agenda: 7a) Approval of August 21, 2023, 2023 Board of Directors minutes; 7b) Approval of payment of September 2023 budget claims; 7c) Approval of Contract – Rebecca Swafford – PT - Car Clerk - \$17/hr. All present voting in favor, motion carried.

September 2023 Accounts Payable

General Fund: AAA PURE WATER WATER FILTER 26.10; AUTOMATIVE SERVICE CENTER FLEET MAINT 51.80; CENEX FLEETCARD FLEET MAINT 4,149.97; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT 14.54; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 369.09; DUST TEX SERVICE, INC. SEPT RUG FEE 5.40; ELABO T.S. DUES 5.40; ELO PROF. LLC FY23 AUDIT 621.40; EMC INSURANCE ADD VEH INS COV 250.47; ESTELLINE COMMUNITY OIL CO. FLEET MAINT 115.84; HAMLIN COUNTY FARMERS COOP FY24 PROPANE FILL 837.88; HEALTH EQUITY HSA/FLEX 2.85; HEGGELUND, NICOLE ADVANCE STUDY 45.00; JONGELING, JODYANN BACKGROUND CHECK 4.79; MILLER, KAYLA BACKGROUND CHECK 5.69; NESC IMPREST 106.80; NESC PAYROLL SEPT 2023 3,459.85; OTTERTAIL POWER CO. ELEC 23.58; PALMLUND AUTOMOTIVE FLEET MAINT 161.96; ROB'S AUTO REPAIR FLEET MAINT 5,394.82; SCHWINGER, MINDY BACKGROUND CHECK 5.69; TWIN VALLEY TIRE, INC - WEBSTER FLEET MAINT 1,532.00; W.W. TIRE SERVICE FLEET MAINT 21.00; WATERTOWN PUBLIC OPINION MINUTES 16.38; WIK, JESSICA BACKGROUND CHECK 3.89

Fund Total: \$17,232.19

Special Education Fund: AAA PURE WATER WATER FILTER 263.90; BMO MASTERCARD PURCH SVCS, TRAVEL, PHONE, SPLS 9,617.96; BOSSE, JENNIFER AUG MI REIMB 18.36; CENTURY BUSINESS PRODUCTS, INC COPIER MAINT 147.00; DUST TEX SERVICE, INC. SEPT RUG FEE 54.59; ELABO T.S. DUES 54.60; ELO PROF. LLC FY23 AUDIT 6,283.04; EMC INSURANCE ADD VEH INS COV 2,532.53; GENT, MELISSA NASP DUES 230.00; GIGOV, ROBIN ESY AUG MI REIMB 17.34; HAMLIN COUNTY FARMERS COOP FY24 PROPANE FILL 3,327.87; HAUG, GUNNER ESY AUG MI REIMB 183.60; HEALTH EQUITY HSA/FLEX 28.85; HEGGELUND, NICOLE ADVANCE STUDY 455.00; JONGELING, JODYANN BACKGROUND CHECK/NASP DUES 278.46; LORENSBERG, SARA CB SUPP REIMB 159.97; MATTERN, MALLORIE SLP SUPP REIMB 215.00; PARENT JULY/AUG MI REIMB 73.44; MILLER, KAYLA BACKGROUND CHECK 57.56; NESC IMPREST 166.92; NESC PAYROLL SEPT 2023 356,754.21; OLSON, KIMBERLY ESY AUG MI REIMB 211.14; OTTERTAIL POWER CO. ELEC 238.41; PRAIRIE LAKES HEALTH CARE SYSTEM CPR CARDS 55.00; REINHILLER, LISA ED SPEC TRAVEL 102.00; SANFORD WEBSTER MEDICAL CENTER OT SERVICES 4,282.84; SCHWINGER, MINDY BACKGROUND CHECK/MI REIMB 133.04; WATERTOWN PUBLIC OPINION MINUTES 165.66; WIESE, RITA ESY MI/REIMB MI 35.70; WIK, JESSICA BACKGROUND CHECK 39.36

Fund Total: \$386,183.35

Discussion Items

Assistant Director's Report

Assistant Director Frewing gave his monthly report.

Director's Report

Director Powell gave her monthly report.

Surplus Vehicle

Discussion was held on a surplus vehicle.

Action Items

Approval to Declare Vehicle as Surplus

Action #23-22 Motion by C. Verhoek, second by A. Nielsen to approve declaring one vehicle as surplus property to be sold by sealed bids. The three appointed appraisers are A. Nielsen, L. Amdahl and M. McIntire. All present voting in favor, motion carried.

Fixed Asset No. 0335

2006 Ford Taurus SE (Silver)

Serial#: 1FAHP53246A245935

Chairperson appointment of Steering/Negotiations Committee Members for FY24

President Schuurman appointed the following to join himself and Vice-President P. Thyen on the steering committee for FY24 : M. McIntire, M. Prins, J. Kahnke, C. Verhoek, N. Remund and L. Sand.

Executive Session

Action #24-23 Pursuant to – Personal SDCL 1-25-2(1) Discussing the qualifications, competence, performance, character or fitness of any public officer or employee or prospective public officer or employee. Motion by M. McIntire, second by P. Thyen to enter executive session at 7:15 P.M. All present voting in favor, motion carried.

President Schuurman declared the board out of executive session at 7:35 P.M.

Adjournment

Action #24-24 With there being no further business, motion by A. Nielsen, second by C. Verhoek, to adjourn. All present voted, motion carried.

The next NESC Board of Directors meeting will be held at Lake Area Technical College in Watertown, SD on Monday, October 16, 2023 at 7:00 P.M.

Arend Schuurman, President

Tiffany Stormo, Business Manager