

Cedar Riverside Community School  
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Minutes  
Board of Directors Meeting  
January 21, 2015

Attendees: Sonja Berven, Jennifer Weber, Kristen Mandt, Becky Hamlin, Abdirahman Alishire, Anaji Shuna, Walt Stull

- Call to Order: Ms. Berven called the meeting to order at 4:02 PM.
  - This is a rescheduled meeting; school was cancelled on the original meeting date of January 7 because of extreme cold. Notification regarding the cancellation of the meeting was given via WCCO Television as well as via email.
  
- Approval of the Agenda:
  - Ms. Mandt motions to approve the agenda.
  - Mr. Shuna seconds.
  - Motion unanimously carried.
  
- Approval of the Minutes
  - Ms. Berven motions to approve the minutes from December 3, 2014.
  - Ms. Hamlin seconds.
  - Motion unanimously carried.
  
- Board Updates
  - Board Binders
    - Binders containing CRCS policies and statutes were handed out to all members present.
    - There are also binders with this information in the office, Ms. Carly Petersen's office, in Ms. Jennifer Weber's office, and in the K-2 building.
  - Contact information
    - A contact information sheet was handed out to those present; contact information is also available on the school website.
  - Board Meeting schedule
    - A schedule of future board meetings was handed out to those present.



- Ms. Weber seconds.
    - Motion carries unanimously.
  - Ms. Mandt and Ms. Weber volunteered to be on the committee. They will bring research and recommendations to the March board meeting.
- New Business:
  - Financials:
    - Enrollment as of end of December is 137
    - Cash balance is \$581,000
      - Ms. Hamlin motions to accept the financial report for November 2014
      - Ms. Mandt seconds.
      - Motion unanimously carried.
  - Expense request
    - Mr. Stull reported that the school is in need of new walkie-talkie radios. The school is in need of 20 and the cost will be \$4600. These are long-range digital radios, employees have tested these radios when one employee is at Augsburg College and one employee is at CRCS and they were able to hear one another clearly. With the current radios, the signal is often not clear and at times staff members can't be heard at all. This is a safety concern.
    - Mr. Stull reported that we have reduced technology expenditures by more that \$600 per month and that would help offset the cost of the radios. Mr. Stull also reported that there is close to \$4000 left in the technological equipment budget.
      - Ms. Weber motions to approve the expense request for radios.
      - Ms. Mandt seconds.
      - Motion carries unanimously.
  - Credit card application authorization request
    - Mr. Stull reported that the current card that the school uses is a Pay Card. The company that provides it through the bank is no longer providing the card.
    - The new credit card would be a Visa card through Venture Bank. The balance would be paid in full each month. It will increase the credit rating of the school.
      - Ms. Weber motions to authorize Mr. Stull to complete the credit card application.
      - Ms. Hamlin seconds.
      - Motion carries unanimously.
  - Executive Director's letter
    - Ms. Berven read Mr. Stull's resignation aloud to those present and thanked Mr. Stull for his service to CRCS.
      - Ms. Mandt motions to accept Mr. Stull's resignation, effective end of day June 30, 2015.
      - Ms. Berven seconds.

- Motion carries unanimously.
  - Position listing
    - Ms. Berven would like to post the position for Executive Director as soon as possible.
    - Those present discussed the contents of the job listing for Executive director.
      - At 6:10 pm, Ms. Mandt motioned to extend the meeting by 20 minutes in order to complete the position listing for Executive Director.
      - Mr. Shuna seconds.
      - Motion passes unanimously.
    - At 6:30 pm Ms. Mandt motioned to extend the meeting by 10 minutes in order to complete the position listing for Executive Director.
      - Mr. Shuna seconds
      - Motion passes unanimously
    - After discussion, Mr. Shuna motioned to approve the Executive Director job posting with the changes discussed.
      - Mr. Alishire seconds.
      - Motion passes unanimously.
    - Ms. Mandt moves to table agenda items regarding communication policies and community member appointment until the February board meeting.
      - Mr. Shuna seconds
      - Motion passes unanimously.
- Adjourn meeting
  - Ms. Mandt motions to adjourn the meeting.
  - Mr. Shuna seconds.
  - Motion passes unanimously and meeting was adjourned at 6:40pm
  - The next regularly scheduled board meeting is Wednesday February 4th, 2015 at 4:00 pm