

## MFA Minutes

3/10/08

7667 10<sup>th</sup> Street North

Oakdale, MN 55128

1. Call to order-6:37pm
2. Reading of MFA Mission and Vision-Laurel
3. Role Call-Kim Wood, Don Emery, Claire Emery, Dick Bend, Laurel Tangen-Foster, Jim Tangen-Foster
4. Miscellaneous Attendees-Steve Dess, Shelby Hinshon (potential MFA parent-K student in F2009), Mike Shultz (potential MFA parent-1<sup>st</sup> grade student in F2008)
5. Board Member/Parent Introductions
6. Approval of 3/10/08 Agenda-Don motions to approve, Claire seconds, motion passes
7. Approval of 2/26/08 Minutes  
Dick requests changes under item #10, Claire will update minutes; Don motions to accept minutes with changes, Claire seconds, motion passes
8. Treasurer's Report  
Don shared Electronic Summary Report, Balance \$47,282.80; Claire motions to approve the Treasurer's Report, Don seconds, motion passes
9. Consent for Payables-N/A

### OLD BUSINESS

10. Board Membership and Selection Process  
Laurel would like to see Board Recruitment Flyer more prominently displayed on website, will talk to John  
Laurel suggests possibility of resigning from Start Up Coordinator position and re-joining BOD, along with Jim
11. By-Laws Revision  
Dick presented suggested changes-Section 11, will change and send revisions via email
12. Upcoming/Previous Trainings and Workshops (MACS/MDE)  
Kim will create combine trainings and workshop calendars to create a master copy for BOD  
Jim attended MACS technology training, forwarded PowerPoint to Don and John, workshop emphasized importance of focusing on IT needs so as to plan accordingly and meet needs of school in timely manner  
Steve Dess shared Saturday, April 26th-Teacher Fair (3300 5<sup>th</sup> Street NE) and opportunity to meet with Minnesota Non-Profit Assistance Fund
13. Hiring of Charter School Financial Consultant  
Posting has been up for a week, no responses

Don spoke with Traci-she is available when we need her; she mentioned a concerns about specific line items; we will place that item on the next agenda and Don will contact her to attend next meeting

#### 14. Lease Agreement

Dick reported on progress with John Cairns-first lease sent to B. Engstrom did not incorporate Dick's requested changes

Dick will re-draft lease and present to John Cairns

BOD discussed comments and determined what should be included in re-draft

Dick will send re-draft to Laurel, Kim, and Steve to review  
Don motions to authorize Dick to: proceed with lease re-draft and lease negotiations with B. Engstrom (up to \$70,000 for first 2 years), and communicate with J. Cairns; Claire seconds, Dick abstains, motion passes

#### 15. Liability Insurance

Reviewed M. Gallagher's liability policy, Laurel will contact Mike to discuss and contact another insurance agent for a comparison quote

### NEW BUSINESS

#### 16. Marketing, Spending Money, Revision of Federal Grant

Federal grant will need to be amended depending on saturated mailing-if we need to spend more \$, board will need to approve, Laurel will update at next meeting

#### 17. Board Handbook Development

Don motions to discuss next meeting, Dick seconds, motion passes

#### 18. Communications Plan (emails and documents)

Don motions to discuss next meeting, Claire seconds, motion passes

#### 19. Telephones

Don presented options for purchasing cell phone and minute packages

Dick motions to authorize Don to move forward with securing one cell phone and appropriate minute package with Verizon, Claire seconds, motion passes

Don motions to implement policy which states cell phone use is restricted to MFA business only, Claire seconds, motion passes

#### 20. Financial Systems

Don-next meeting will present more information on choosing appropriate financial/technology systems

#### 21. Advertising for Teachers

- Kim, Claire, and Don will work to develop teacher postings
- 22.Planning Collaboration  
April 6, 2008, 5-7pm, details to follow
- 23.Committee Reports
- Facilities-Laurel  
Will send info from B. Engstrom to BOD  
Jim and Laurel visited YMCA to see available room
- Curriculum-Claire  
Reported on curriculum statement, utilizing space, daily schedule outlines  
Curriculum Committee will discuss possible schedule changes to accommodate available bus schedules 7:40-2:10
- Marketing-Laurel Tangen-Foster  
N/A
- Personnel-Kim  
N/A
- 24.Board/Sponsor Discussion
- 25.Next Meeting Date and Place  
Tuesday, March 26<sup>th</sup>, 6:00 (Parent) 6:30 (BOD Meeting)  
Add to next agenda
- Green Charter School Network discussion
  - Budget discussion with T. Laferrier
26. Meeting Adjourned-9:29pm