

**Arrowhead Regional Computing Consortium
Board Meeting Minutes
Hermantown School District–Administration Building
Thursday, October 09, 2008**

Board Members Present:

Vickie Jerry	Brad Johnson	Kim Josephson	Sue Kaslow
John Klarich	Lyn Rajala	Bob Silverness	Scott Wirtanen

Board Members Absent:

Herb Hilinski

Staff Present:

Denise Bohrer Marv Roberts

Call to Order, Roll Call and Introductions

Kim Josephson called the meeting to order at 10:04 a.m. Roll was taken. There were no guests in attendance.

Additional Items for Agenda and Recent Communications

Item 14A – Long Range Planning Update
Item 14B – E-Rate Funding Update

Marv circulated the training session evaluation summaries and staff appreciation notes that were received since the last Board meeting.

Approval of Minutes of the August, 2008 Regular Board Meeting

Minutes from the August 21, 2008 meeting were reviewed.

Brad Johnson made a motion to approve the minutes from the August 21, 2008 Regular Board meeting as presented. The motion was seconded by John Klarich and passed unanimously.

Approval of the Bills

Checks for August and September 2008 were presented in the respective amounts of \$25,406.91 and \$46,151.00.

Sue Kaslow made a motion to approve the August and September 2008 payments as presented. The motion was seconded by Lyn Rajala and passed unanimously.

Approval of the Finance Reports

The finance reports for August and September 2008 were presented.

Scott Wirtanen made a motion to approve the August and September 2008 finance reports as presented. The motion was seconded by Brad Johnson and passed unanimously.

Update on Selected ARCC Supported Software

SMART Finance–Marv referenced the Board to Jeff Yeager’s report noting that Kris Schmidt is taking on more tasks in year end district close processing. They have performed 93 closes as of yesterday and expect to run 130 or so by the end of the submission period in November.

SMART HR – Marv referenced Nikki Logan’s report and reminded the Board about our role in preparing for a districts OPEB actuarial study. He stated that there are only two districts in the June 30, 2009 OPEB reporting cycle who have not yet completed the actuarial process.

(Infinite) Campus – Marv updated the Board about Dale Nielsen’s expanding role in assisting districts to analyze and make better use of their student assessment data. He reported that Dale has created a set of Excel files, with very positive feedback from users in our region and beyond.

Status of ATM Project

Marv informed the Board that the NeNet Advisory Committee met on September 22, 2008. He provided the draft meeting minutes and noted the addition of Phil Johnson and John Klarich as new Committee members. The Committee is set to meet next on October 20, 2008.

Evaluation of the Executive Director

Marv presented the Board with a proposed expanded timeline and a draft form for his evaluation and negotiation of his 2009-2012 employment agreement.

Sue Kaslow made a motion to accept the proposed expanded timeline and form as presented for the evaluation of the Executive Director. The motion was seconded by Scott Wirtanen and passed unanimously.

Upcoming ARCC Board Elections

Marv reviewed the memo to be sent to ARCC members regarding the upcoming ARCC Governance Board elections. Before mailing he will confirm willingness to seek re-election with each of the five Board members whose terms are expiring.

Scott Wirtanen made a motion to approve the proposed timeline and draft memo to members as presented for the December 2008 ARCC Governance Board elections. The motion was seconded by John Klarich and passed unanimously.

Upcoming Legal Seminar

Marv presented a final agenda and registration list for the October 10 legal seminar being hosted by ARCC and presented by the Colosimo, Patchin, Kearney and Brunfelt Law Firm.

Updating ARCC Policy Manual

No policies were brought before the board for review.

Additions to the Agenda

14A – Long Range Planning Update

Marv informed the Board on the events that have transpired since the last Board meeting regarding long-range options for leasing office space.

14B – E-Rate Update

Marv reported on the current status of E-Rate funding commitments for the current and last fiscal years, and of Cindy Olson’s efforts to monitor and inform the member districts of needed action on their part.

Board Members’ Comments and Concerns

No Board members brought forth a concern.

Confirm Next Board Meeting Date

Marv confirmed with the Board that the next ARCC Governance Board meeting is scheduled on December 18, 2008. It will include a presentation of the FY2007-2008 audit report by Deb Medlin with Eikill and Schilling. The next subsequent meeting is set for January 22, 2009.

Adjournment

There being no further business the meeting was adjourned at 10:44 a.m.

Respectfully Submitted,

Scott Wirtanen
Clerk/Treasurer