

Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
October 9, 2018

The Tri-Valley Opportunity Council, Inc. Board of Directors meeting was called to order at 6:30 p.m. at the Tri-Valley Administrative Office in Crookston, MN.

Board members present were M. Kroulik, S. Vonesh, S. Peterson, L. Vonasek, G. Burris, L. Hall, N. Myers, M. Gunderson, D. Svaren, J. Boerger-Wilder, D. Mack, and J. Gerszewski.

Staff members present were J. Carlson, M. Hams, and D. Littlefield.

J. Gerszewski moved to approve the Consent Agenda, which included the September, 2018, meeting minutes, September Status Report, September Financial Report, and a Families First one-time grant request in the amount of \$2,500 to purchase car seats and other equipment that will promote health, safety, nutrition, and physical activity at the Winnebago Migrant and Seasonal Head Start/Early Head Start center. Seconded by L. Vonasek. Motion carried.

J. Carlson presented the Chief Executive Officer report.

- The Board of Directors are invited to attend the Agassiz Townhomes Open House activities starting at 9:00 a.m. on October 18, Bede Ballroom, UMC, and the Northwest Minnesota Council of Collaboratives Bi-Annual Meeting on October 17, 8:30 a.m., Bede Ballroom, UMC.
- Certificates of Occupancy were received for three of the Agassiz Townhomes buildings. Unless weather permits this fall, the roads may not be paved until next spring, however the existing gravel is within city code.
- A poverty simulation was held on Thursday, September 13, at Trinity Lutheran Church in Crookston. Polk-Norman-Mahnomen Community Health Services, including Polk County Public Health and Norman-Mahnomen Public Health, and Tri-Valley Opportunity Council, Inc., sponsored the event. Minnesota Community Action Partnership (MinnCAP) facilitated the simulation.

D. Svaren moved to accept the Chief Executive Officer report. Seconded by L. Vonasek. Motion carried.

D. Littlefield reported on the Head Start/Early Head Start Policy Council meeting held October 1, 2018, at the Tri-Valley Administrative Office, Crookston.

- It was the first Policy Council for the 2018-2019 program year, so new members received training and election of officers was held.
- President Juanita Wilkes and Vice President Jennifer Gonzalez attended the MHSA Quarterly Meeting on October 9 in St. Cloud.

L. Vonasek moved to accept the Head Start, Child and Family Programs report. Seconded by J. Boerger-Wilder. Motion carried.

Board approval was requested to apply for the Minnesota Department of Human Services through Norman County, System of Care Contract grant request in the amount of approximately \$400,000 over a period of 3 years to employ a System of Care pilot project at Ada-Borup and Win-E-Mac schools. D. Svaren moved to approve. Seconded by J. Boerger-Wilder. Motion carried. The grantee will be Norman County. Tri-Valley will employ Family Partners, mentored by Tri-Valley's

Community Assistance Programs staff, to work in the schools and help children and families struggling with mental health issues.

J. Carlson presented the final, 2019 dental insurance rates to the Board. After discussion, the Board agreed to accept the final Unum rates, as approved at the September Board meeting.

J. Carlson shared that The Apple Valley property has been leased. It is a 5-year lease that covers the mortgage. After 5 years, the mortgage will be paid in full.

J. Carlson reported that, with the Minnesota Housing Partnership's consulting period ending, the community housing projects in Warren, Crookston, and Red Lake Falls have experienced challenges. The city of Warren is moving forward with their housing project and will continue to partner with Tri-Valley who will route the funding for their project, as approved by the Board at September's meeting.

J. Carlson presented the final 401k Plan audit communication letter from Wipfli. The letter described that the audit for year ending December 31, 2017, was completed by Wipfli and was performed according to the planned scope and timing.

The National Migrant and Seasonal Head Start Association 50th Anniversary Celebration conflicts with the February, 2019, Board of Directors meeting. After Board discussion, Jason will attend the NMSHSA affiliate meetings that occur prior to February 12 and will travel back to Minnesota to attend the Board meeting.

The Board of Directors completed self-evaluation forms and returned them to D. Littlefield.

The next meeting of the Board of Directors will be in conjunction with dinner at the Crookston Eagle's Club on Tuesday, December 11, 2018.

G. Burriss moved to adjourn the meeting. Seconded by D. Svaren. Adjourned at 7:20 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: DEL