



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
June 14, 2022

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 and remotely via Microsoft Teams.

Board members present were S. Vonesh, J. Bachmeier, S. Peterson, J. Duckstad, J. Jacobson, G. Willhite, M. Kroulik, N. Myers, D. Svaren, L. Hall, M. Gunderson, S. Kjono, C. Spisak, A. Arlien, H. Bawzer, and M. Ibanez.

Staff members present were J. Carlson, C. Pic, and D. Littlefield.

Quorum was established with 15 voting members present.

M. Kroulik moved to approve the Consent Agenda, which included the current agenda, May 10, 2022 meeting minutes, May 17, 2022 Executive Committee meeting minutes, status report, financial report, a First Children's Finance, Facility Revitalization one-time grant request in the amount of \$7,438.48 for the repair of windows at the Danube center, and a First Children's Finance, Facility Revitalization one-time grant request in the amount of \$7,576.86 for the for the following facility repairs at the Glencoe center: replace outdated suppression system in kitchen; oven; outdoor storage shed; diaper cabinets for 2 rooms; 3 wire shelving units with additional shelves; wall shelf. Seconded by D. Svaren. Motion carried.

Treasurer J. Duckstad reported the fiscal documents were reviewed and in order.

J. Carlson presented the Chief Executive Officer report. The sale of the Apple Valley property has closed. A Fournet building update was provided to include:

- Elevator is partially installed.
- Sprinkler system installation should complete the week of June 20.
- 3rd floor railing is being raised to meet building code.
- Work is continuing on the HVAC system, back stairwell, and window trim.

J. Duckstad moved to accept the Chief Executive Officer report. Seconded by A. Arlien. Motion carried.

C. Pic provided a Transportation Program report. Highlights included:

- There has been an increase in ridership due to the high gas prices.
- Vendors will be unable to deliver the remainder of busses we have on order until 2024. We have received one bus from the 2021 order and three more remain on order. Two busses were expected to be delivered in 2022 and four busses in 2023.
- Maintenance and repair costs have increased due to the age of busses in the fleet. Two vans have been purchased.
- The program is examining the bus driver pay rates to ensure they are competitive.
- RTC currently has 50 drivers. Volunteers are concerned that the existing mileage rate will not cover the higher gas prices so the program is providing the RTC drivers an additional

reimbursement to help offset the high cost. Cindy Pic has contacted Senator Tina Smith regarding the low mileage rate. The rate will increase to 62.5 cents/mile effective July 1, 2022.

- The Summer Fun Bus is currently transporting 30 kids in Crookston and 50 kids in Thief River Falls.

D. Svaren moved to accept the Transportation Program report. Seconded by M. Kroulik. Motion carried.

J. Carlson provided the Head Start, Child and Family Programs report. The Office of Head Start provided official notification that Tri-Valley is currently eligible for a non-competitive, five-year grant award to operate the Head Start program.

S. Peterson moved to accept the Head Start, Child and Family Programs report. Seconded by S. Kjono. Motion carried.

Board approval was requested to accept the Marshall County Low-Income Board of Directors election results, electing Amber Arlien as the representing member. M. Kroulik moved to approve. Seconded by D. Svaren. Motion carried.

Board approval was requested to apply for the Minnesota Department of Education grant in the amount of \$117,000 from July 1, 2022 - June 30, 2023 to provide Migrant Education Program services and advocacy in Minnesota, especially for secondary students. N. Myers moved to approve. Seconded by S. Peterson. Motion carried.

Board approval was requested to apply for the Minnesota Department of Education, Lending Library grant in the amount of \$95,000 from July 1, 2022 – June 30, 2023 to provide resources to Migrant Education Programs in Minnesota. A. Arlien moved to approve. Seconded by J. Jacobson. Motion carried.

Board approval was requested to apply for the First Children's Finance, Facility Revitalization one-time grant in the amount of \$20,000 for the following facility repairs at the Crookston center: replace existing mini-split heat pump system for units 1, 2, and 5: new fan cool unit, outdoor condenser unit, and adapt back to interconnecting lineset along with startup of system. M. Kroulik moved to approve. Seconded by S. Peterson. Motion carried.

Board approval was requested to apply for the First Children's Finance, Facility Revitalization one-time grant in the amount of \$17,397.60 for the following facility repairs at the East Grand Forks center: landscaping around playground area; replace lighting fixtures; shed for playground. N. Myers moved to approve. Seconded by S. Kjono. Motion carried.

Board approval was requested to apply for the First Children's Finance, Facility Revitalization one-time grant in the amount of \$15,103 for the following facility repairs at the Elysian center: purchase air purifiers, diaper changing tables, window blinds, and fire suppression; paint facility; repair kitchen wiring; repair parking lot. M. Gunderson moved to approve. Seconded by A. Arlien. Motion carried.

Board approval was requested to apply for the First Children's Finance, Facility Revitalization one-time grant in the amount of \$11,459.75 for the following facility repairs at the Elgin center:

remove and dispose of existing carpet and install carpet tile in fellowship hall. J. Jacobson moved to approve. Seconded by D. Svaren. Motion carried.

Board approval was requested to apply for the Minnesota Department of Transportation, 2023 Public Transportation grant in the amount of \$4,205,000 from January 1, 2023 – December 31, 2023 to provide public transportation throughout the 8-county service area. J. Duckstad moved to approve. Seconded by N. Myers. Motion carried.

Board approval was requested to approve the 2023 Public Transportation Resolution and enter into an agreement with the State of Minnesota to provide public transportation service in the counties of Clearwater, Kittson, Mahnomen, Marshall, Norman, Polk, Pennington, and Red Lake. M. Kroulik moved to approve. Seconded by D. Svaren. Motion carried.

Board approval was requested to approve the Financial Reconciliation report of a LIHEAP – ARPA program review. The review was positive and no further action is required. A. Arlien moved to approve. Seconded by S. Peterson. Motion carried.

J. Carlson requested Board approval for the long-term compensation payout of Head Start, Child and Family Programs employee M.K., who resigned effective July 15, 2022. M. Kroulik moved to approve. Seconded by D. Svaren. Motion carried.

Board approval of the 2021 Tri-Valley Annual Report was requested. J. Duckstad moved to approve. Seconded by S. Peterson. Motion carried.

Board members were asked to read and sign the Consent and Release form and return to D. Littlefield.

Board members were asked to read and sign the Conflict of Interest form and return to D. Littlefield.

Board members were asked to complete the Board Qualification Survey and return to D. Littlefield.

The floor was opened for nominations to participate on the Head Start/Early Head Start Policy Council for the 2022-2023 program year. S. Vonesh volunteered. Nominations ceased. S. Vonesh will serve as the Representative to the Head Start/Early Head Start Policy Council. M. Kroulik moved to approve. Seconded by N. Myers. Motion carried.

The floor was opened for nominations to participate on the Migrant and Seasonal Head Start/Early Head Start Policy Council for the 2022-2023 program year. S. Vonesh volunteered. Nominations ceased. S. Vonesh will serve as the Representative to the Migrant and Seasonal Head Start/Early Head Start Policy Council. M. Kroulik moved to approve. Seconded by J. Duckstad. Motion carried.

The Nominating Committee Report was presented. Recommendations are:

Chair – S. Vonesh

Vice Chair – J. Bachmeier

Secretary – S. Peterson

Treasurer – J. Duckstad

D. Svaren moved to accept the nominating committee's recommendations and elect all by acclamation. Seconded by S. Kiono. Motion carried.

The next meeting of the Board of Directors will be August 9, 2022, 6:30 p.m.

S. Peterson moved to adjourn the meeting. Seconded by M. Gunderson. Motion carried. Adjourned at 7:30 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: DEL