



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
March 11, 2025

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 J. Bachmeier, A. Arlien, S. Peterson, J. Duckstad, S. Vonesh, G. Willhite, P. Reese, T. Anderson, K. Shaugobay, D. Mack, T. Oistad, D. Svaren, S. Kiono, C. Spisak

The staff members present were J. Carlson, E. Hensrud, A. Aubol

The guests present were C. Holland

A quorum was established with 14 voting members present.

T. Anderson moved to approve the Consent Agenda, which included the current agenda, February 11, 2025, meeting minutes, Status Report, and the Southern Minnesota Initiative Foundation Grant Request for 50 books from 2025 through 2026. The books will be used for families that can be used for In-Kind at the Elgin Center. Seconded by J. Duckstad. Motion carried.

K. Shaugobay moved to approve the Financial Report. Seconded by S. Peterson. Motion carried.

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

J Carlson presented the Chief Executive Officer Report

- Casey Holland from Vaaler Insurance provided an update.
 - Premium Summary
 - GuideOne Insurance Subjectivities
 - Coverage Changes
 - Driver Guidelines
 - 2025 Marketing Results
- J. Carlson gave an update on the Federal Government Funding.
- The Family Resource Center has opened a new space in the old Washington School.
- M. Hams received a letter from Minnesota Housing regarding ERA Housing Stability Services Monitoring. There were no findings.
- N. Aaker had to delay finalizing the Audit at this time.
- J. Carlson informed the Board that depending on future funding, he may be working with Program Directors to establish an inflationary COLA.

S. Peterson moved to accept the Chief Executive Officer report. Seconded by D. Mack. Motion carried.

- A. Aubol provided highlights from the March 3, 2025; Head Start/Early Head Start Policy Council meeting. Highlights included:
- J. Tangen explained the Funding Freeze notification Tri-Valley received.
 - The Policy Council was informed of the Resolution Regarding Head Start Center Access that Tri-Valley has in place.
 - C. Boudreaux Provided Health and Nutrition Services Training.
 - The March Menu was reviewed.
 - C. Pedersen provided Education and Disability Services Area Training.
- J. Duckstad moved to accept the Head Start, Child, and Family Programs report. Seconded by K. Shaugobay. Motion carried.

Board approval was requested to apply for the following grant requests:

Northwest Minnesota Foundation Grant Request in the amount of \$10,000.00 from July 01, 2025, through June 30, 2026. The funds will be used to provide opportunities, materials and experiences to ensure all families feel they are accepted and welcome at the Family Resource Center sites.

A. Arlien moved to approve the grant request. Seconded by S. Kiono. Motion carried.

Minnesota Department of Children, Youth, and Families Grant Request in the amount of \$530,000.00 from July 01, 2025, through June 30, 2027. The funds will be used to provide Child Care Aware services in the 7-county region including Parent Aware coaching and rating, Wayfinder and FFN outreach and support support for communities around childcare services and needs.

P. Reese moved to approve the grant request. Seconded by J. Duckstad. Motion carried.

J. Carlson requested Board approval for the removal of Diversity, Equity and Inclusion from the HR Policies and Procedures Manual due to the recent Executive Orders (EO). P. Reese moved to approve. Seconded by D. Mack. Motion carried.

J. Carlson requested Board approval for the RV Budget Revision / Carry Over Extension request. S. Peterson moved to approve. Seconded by K. Shaugobay. Motion carried.

J. Carlson discussed challenges currently faced by the RTC program and how becoming an STS provider may help. It appears that becoming an STS provider will require DHS background checks for all board members.

J. Carlson requested Board approval for the the FFY2026 Energy Assistance Program (EAP) Grant Contract, which begins on October 1, 2025. T. Anderson moved to approve. Seconded by A. Arlien. Motion carried.

J. Duckstad moved to approve the Insurance Renewal with GuideOne, Coalition, and SFM through Vaaler Insurance. Seconded by S. Peterson. Motion carried.

J. Carlson reviewed the Tri-Valley Head Start Annual Report.

All members of the Executive Committee and Nominating Committee plan to stay in their current roles.

The next meeting of the Board of Directors will be April 08, 2025, at 6:30 p.m.

J. Duckstad moved to adjourn the meeting. Seconded by K. Shaugobay. Motion carried.
Adjourned at 8:00 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: AMA