



Tri-Valley Opportunity Council, Inc.  
Board of Directors Meeting  
June 10, 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. Duckstads, S. Vonesh, G. Willhite, T. Anderson, K. Shaugobay, K. Hassel, D. Mack, T. Malm, N. Myers, T. Oistad, L. Hall, D. Svaren, S. Kiono, and C. Spisak

Staff members present were J. Carlson, J. Tangen and A. Aubol

Guests present were C. Reynolds

A quorum was established with 17 voting members present.

S. Vonesh moved to approve the Consent Agenda, which included the current agenda, May 13, 2025, meeting minutes, financial report, and Status Report. Seconded by J. Duckstad. Motion carried.

Treasurer J. Duckstad reported that he was unable to review the Fiscal documents before the meeting.

J. Carlson presented the Chief Executive Officer report:

- The Board received their appreciation gifts
- J. Carlson, C. Reynolds, and N. Aaker are meeting with Joe Helgeson from Bremer Bank tomorrow to discuss options for the Fisher Townhomes

G. Willhite moved to accept the Chief Executive Officer report. Seconded by T. Oistad. Motion carried.

J. Carlson and J. Tangen provided the Head Start, Child, and Family Programs report.

- Half of our Migrant and Seasonal Head Start Centers are now open, the rest will be opened by June 23<sup>rd</sup>.
- J. Tangen and J. Carlson explained a Health and Safety investigation that occurred at one of our centers.
- J. Tangen reviewed the results of the FA1 Report
- J. Tangen the Office of Head Start Correspondence: Information Regarding the Full Enrollment Initiative 12-Month Period.
- J. Tangen reviewed the Office of Head Start: Centralizing Child Health and Safety Incident Reports.

K. Hassel moved to accept the Head Start, Child, and Family Programs report. Seconded by K. Shaugobay. Motion carried.

The CEO Search Committee provided the Board with an update on the progress made in discussions with Pierson Henry.

J. Carlson shared a Thank you from Michelle Fischbach

Board approval was requested to apply for the Otto Bremer Northwest Minnesota Foundation Grant Request in the amount of \$70,000.00 from October 01, 2025, through September 30, 2026. The funds will be used for strengthening families work through the Family Resource Center via staff and direct assistance to clients. N. Myers moved to approve. Seconded by S. Peterson. Motion carried.

Board approval was requested to apply for the MNDOT Grant Request in the amount of \$4,579,200.00 from January 1<sup>st</sup>, 2026, through December 31<sup>st</sup>, 2026. The funds will be used to provide public transportation in the 8 counties that we currently serve. K. Hassel moved to approve. Seconded by T. Anderson. Motion carried.

D. Svaren moved to approve the 2025 Resolution Authorizing the Application for a 2026 Operating Grant. Seconded by K. Shaugobay. Motion carried.

J. Carlson shared that the 2024 Audit was completed three weeks ago, N. Aaker, Fiscal Director, has heard nothing since. She has reached out to Wipfli for an update and to ensure Tri-Valley will be able to submit the audit to the Federal Audit Clearinghouse when the report has been approved by the board.

Board approval was requested for the Authorization Resolution for the Chief Executive Officer to Sign on Behalf of the Board of Directors. The resolution authorizes C. Reynolds to negotiate and sign on behalf of Tri-Valley starting June 21, 2025. T. Anderson moved to approve the resolution. Seconded by J. Duckstad. Motion carried.

J. Carlson reviewed the updates that Program Directors made to the Strategic Workplan from 2024.

The Board Members received a copy of the 2024 Community Needs Assessment Summary to review.

Board members were asked to read and sign the Consent and Release form and return to A. Aubol.

Board members were asked to read and sign the Conflict-of-Interest form and return it to A. Aubol.

Board members were asked to complete the Board Qualification Survey and return to A. Aubol.

J. Carlson requested Board approval to accept T. Anderson's re-election letter from the Crookston Lions Club. J. Duckstad moved to approve, seconded by K. Hassel. Motion carried.

The floor was opened for nominations to participate in the Head Start/Early Head Start Policy Council for the 2025-2026 program year. S. Vonesh volunteered. Nominations ceased. S.

Vonesh will serve as the Representative to the Head Start/Early Head Start Policy Council. J. Duckstad moved to approve. Seconded by N. Myers. Motion carried.

The floor was opened for nominations to participate in the Migrant and Seasonal Head Start/Early Head Start Policy Council for the 2025-2026 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. K. Hassel moved to approve. Seconded by K. Shaugobay. Motion carried.

The Nominating Committee Report was presented. Recommendations are:

Chair – J. Bachmeier

Vice Chair – A. Arlien

Secretary – S. Peterson

Treasurer – J. Duckstad

N. Myers moved to accept the nominating committee's recommendations and elect all by acclamation. Seconded by K. Hassel. Motion carried.

The next meeting of the Board of Directors will be August 12, 2025, at 6:30 p.m.

As this was J. Carlson's final Board meeting, he expressed his gratitude to the Board members and extended his best wishes for a successful CEO search.

J. Duckstad moved to adjourn the meeting. Seconded by T. Anderson. Motion carried. Adjourned at 7:45 p.m.

Respectfully submitted,

Shawna Peterson  
Secretary of the Board

SP: AMA