Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
March 10, 2026

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, S. Peterson, J. Duckstsad, S. Vonesh, G. Willhite, T. Anderson, K. Shaugobay, K. Hassel, T. Malm, T. Oistad, L. Hall, D. Svaren, S. Kjono, C. Spisak, M. Barrera, A. Waage

The staff members present were M. Hedden, E. Hensrud, A. Aubol, J. Barrientos

The guests present were C. Holland

A quorum was established with 13 voting members present.

S. Vonesh moved to approve the Consent Agenda, which included the current agenda, February 10, 2026, meeting minutes, February 24, 2026, Special Meeting Minutes, Status Report, Financial Report, and the Southern Minnesota Initiative Foundation Grant Request for a Donation of Books for one year. The books will be used for CHAT and other literacy initiatives. Seconded by S. Peterson. Motion carried.

Treasurer J. Duckstad reported the fiscal documents will be reviewed before the April meeting.

M. Hedden presented the Chief Executive Officer Report

- Casey Holland from MarshMcLennan Insurance Agency provided an update.
    - Non-Profit / CAP Core Insurance Coverages
    - TVOC – Insurance Portfolio Review
    - State of the Market
    - Payment Request Red Flags
    - Automotive / Fleet – Conditions and Observations
- M. Hedden gave an update on the Federal Government Funding.

J. Duckstad moved to accept the Chief Executive Officer report. Seconded by K. Shaugobay. Motion carried.

E. Hensrud presented the Program Director Report. Highlights include:

- C. Pic, Administrative Director of Transportation Programs, passed away.
- The new bust storage facility in Crookston is functioning well.
- We have new bus storage facilities in Bagley and Warren.
- Routers and live view cameras have been installed on all the busses, and we are in the process of getting TV monitors installed.
- The program is working on a collaboration with the City of Foston regarding transportation services.

- A survey has been sent out to current and potential riders to gauge what kind of transportation services are needed.
- TRF is adding a new bus route.
- The Transportation Program is currently hiring non CDL drivers.
- The RTC Program is in the process of fingerprinting volunteer drivers.
- The program is looking at ways that accept different forms of payment.
- E. Hensrud gave an update on remodeling funding for the Transportation Building.

T. Anderson moved to approve the Program Director Report. Seconded by S. Peterson. Motion carried.

There is no Head Start/Early Head Start Policy Council report at this time

- T. Sundeen has agreed to serve as the Interim Head Start Director until the position has been filled.

G. Willhite moved to accept the Head Start, Child, and Family Programs report. Seconded by T. Malm. Motion carried.

M. Hedden asked the Board their opinions on allowing staff to work permanently from out of state. After discussion, the Board rejected the idea.

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

Minnesota Safey Council – BuckleupMN one time Grant Request for 10 car seats/booster seats. These will help support car seat education & safety within our communities. T. Malm moved to approve the grant request. Seconded by S. Vonesh. Motion carried.

First Book Marketplace and Classroom Adventures Program Grant Request up to $10,000.00 in book credits to be distributed by November 01, 2026. This Program is designed to spark a love of reading and place books in the hands of children who need them the most. S. Vonesh moved to approve the grant request. Seconded by S. Peterson. Motion carried.

M. Hedden requested Board approval for a Long-Term Employee Longevity Payout for Cynthia Pic. J. Duckstad moved to approve. Seconded by T. Oistad. Motion carried.

S. Peterson moved to approve the Insurance Renewal with GuideOne, Coalition, SFM, and Hanover through MarshMcLennan Insurance Agency. Seconded by S. Vonesh. Motion carried.

M. Hedden reviewed the Strategic Plan with the Board of Directors. T. Anderson moved to approve. Seconded by T. Oistad. Motion carried.

G. Willhite moved to approve to have T. Sundeen to serve as the Interim Head Start Director until the position is filled. Seconded by T. Malm. Motion carried.

J. Duckstad moved to approve the Request for Temporary Remote Work Arrangement for Andrea Hrbek. Seconded by S. Peterson. Motion carried.

M. Hedden gave the Board an update on the Together we Grow agency wide meetings. The Board Members were invited to attend meetings if they choose to.

A survey will be sent to Board members to identify a date that works best for the Board Governance and Communication Training.

M. Hedden asked Board members to provide honesty and transparency when completing her performance appraisal.

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 14, 2026, at 6:30 p.m.

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

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: AMA