Tri-Valley Opportunity Council, Inc.

Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
June 09, 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, T. Anderson, S. Peterson, J. Duckstsad, S. Vonesh, G. Willhite, K. Shaugobay, D. Mack, T. Malm, N. Myers, P. Reese, L. Hall, D. Svaren, C. Spisak, and A. Waage

Staff members present were M. Hedden, T. Sundeen, M. Melbye and A. Aubol

A quorum was established with 14 voting members present.

N. Myers moved to approve the Consent Agenda, which included the current agenda, May 12, 2026, meeting minutes, and Status Report. Seconded by S. Peterson. Motion carried.

S. Vonesh moved to approve the Financial Report. Seconded by T. Anderson. Motion Carried.

T. Anderson moved to approve the Executive Committee Report that included:

- Dancing Sky Area Agency on Aging Grant Request in the amount of $2,000.00 from July 01, 2026, through October 31st, 2026. The funds will be used for training and education for volunteer drivers, and travel expenses to attend the training. Approved on May 19, 2026
- Otto Bremer Trust (OBT)/Southern Minnesota Initiative Foundation (SMIF) Grant Request in the amount of $75,000.00 for a one-year duration. The funds will be used to support additional staff for mentoring program. Approved May 20, 2026.

Seconded by J. Duckstad. Motion carried.

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

M. Hedden presented the Chief Executive Officer report:

- The Head Start Director position will be posted in late June. The position will be advertised statewide and will include the option to work remotely. Two Board Members volunteered to help with the hiring process.
- Washington School will be closing at the end of the month. As a result, the Family Resource Center will need to secure a new location from which to operate.
- M. Hedden met with Old National Bank to discuss Tri-Valley's Health and Wellness Bond.
- Efforts are underway to obtain photographs of previous CEOs for display at the Administration Office.

- M. Hedden provided an update regarding an email from the Office of Management and Budget (OMB) concerning increased oversight of federal grants, potential grant terminations, and possible program restrictions.
- Tri-Valley is exploring the creation of two new positions at the Crookston Administration Office, one within the Fiscal Department and one within Human Resources.

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

T. Sundeen provided the Head Start, Child, and Family Programs report.

- Three staff members and two Migrant and Seasonal Head Start (MSHS) parents are attending Hill Visits in Washington, D.C., this week.
- Eight of the Migrant and Seasonal Head Start centers are now open. The remaining centers are expected to open by the end of the month.
- CLASS reviews are currently being conducted at the MSHS centers that are open.
- We have not yet received the results of the FA2 Review.
- The preschool program at the Regional Head Start centers has concluded for the summer.
- T. Sundeen informed the Board that Regional Head Start has submitted its request for a Change in Scope.

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

M. Melbye presented the Program Director Report. Highlights include:

- The Foster Grandparent Program has received its grant award.
- Senior Programs staff through the Polk County Service Provider Network have hosted three vendor fairs focused on serving the aging population.
- Senior Programs staff have been trained through the Alzheimer's Association and have been providing Dementia Education with a short-term funding and has seen great interest/continued interest and would like to dedicate additional time and resources to these areas.
- Senior Program Staff through the Polk County Service Provider Network have been working on the development and creation of a free printed Aging with Grace Resource Guide. LPi Communications will be helping with the creation and printing of the final project.
- M. Melbye provided an update on the Caring Companion Program. Currently, five volunteers are serving seven clients. Participation in the program has declined significantly over the past several years, and clients are increasingly requiring medical assistance beyond the scope of services the program can provide.
- M. Melbye requested Board approval to discontinue the Caring Companion Program and redirect the funding toward other services that are in greater demand within the communities we serve.

D. Mack moved to approve the Program Director Report. Seconded by N. Myers. Motion carried.

Board approval was requested to apply for the Bremer Foundation Through Northwest Minnesota Foundation Grant Request in the amount of $70,000.00 from August 01, 2026, through July 30, 2027. The funds will be used to provide hotel vouchers for emergency shelter when other emergency shelters are not available along with case management. D. Svaren moved to approve. Seconded by J. Duckstad. Motion carried.

Board approval was requested to apply for forgiveness through Minnesota Housing Foundation in the amount up to $400,000.00 and pay off the bank loan of $115,579.00 while it is still at 3% interest. G. Willhite moved to approve. Seconded by J. Duckstad. Motion carried.

D. Svaren moved to approve the donation of an empty lot located in Ada to North Star Neighbors. Seconded by T. Malm. Motion carried.

S. Peterson moved to approve a Long-Term Employee Longevity Compensation Pay Out for both Susan Woods and Dona Thies Nepstad. Seconded by S. Vonesh. Motion carried.

M. Hedden informed the Board that we still have not received the 2025 Audit Report yet.

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.

M. Hedden requested Board approval to accept S. Vonesh's re-election letter from the Willing Workers 4-H Club. J. Duckstad moved to approve, seconded by T. Anderson. Motion carried.

The floor was opened for nominations to participate in the Regional Head Start/Early Head Start Policy Council for the 2026-2027 program year. S. Vonesh volunteered. Nominations ceased. S. Vonesh will serve as the Representative to the Regional Head Start/Early Head Start Policy Council. S. Peterson 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 2026-2027 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. N. Myers moved to approve. Seconded by D. Svaren. Motion carried.

The Nominating Committee Report was presented. Recommendations are:
Chair – J. Bachmeier
Vice Chair – T. Anderson
Secretary – S. Peterson
Treasurer – J. Duckstad
G. Willhite moved to accept the nominating committee's recommendations and elect all by acclamation. Seconded by T. Malm. Motion carried.

The Tri-Valley Board of Directors currently has a Finance Committee and a Nominating Committee. Members discussed potential roles, responsibilities, and opportunities for these committees, as well as the possibility of establishing an additional committee to assist with special projects and other Board-related events.

A. Aubol presented information on several Board meeting software options. Materials were distributed to Board members for review, and members were encouraged to evaluate the options prior to the next meeting.

The next meeting of the Board of Directors will be on August 11, 2026, at 6:30 p.m.

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

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: AMA