

## **Southwest Area Career & Technical Education Academy**

### **Governing Board Meeting Minutes**

**Wednesday, July 6th, 2022, 7:15 PM**

#### **DPS North Campus, Administration Building**

**Call to Order/Roll Call** – President, Brent Seaks called the meeting to order at 7:17 pm. Roll call showed board members present; Kim Schwartz, Dickinson; Wes Krebs, Belfield; Barb Meduna, South Heart Pamla Kukla, Killdeer; Carrie Zachmann, Beach and Connie Jalbert, New England Absent; Marya Skaare, Trinity Catholic

**Approval of Agenda** – Mrs. Kukla moved to approve the agenda, Mrs. Schwartz seconded. A voice vote was taken on the motion. The motion carried unanimously.

**Approval of Minutes** - Mr. Krebs moved to approve the June Minutes, Mrs. Schwartz seconded. A voice vote was taken on the motion. The motion carried unanimously.

**Financial Report** – Director Anderson presented the fiscal report with an ending balance of \$944,682.68. There was only one transaction from the previous month. Mrs. Meduna moved to approve the report, Mrs. Jalbert Seconded. A voice vote was taken on the motion. The motion carried unanimously.

**Directors Report** – Director Anderson shared with the board that Jaci Kolm has been hired as the Community Outreach Coordinator. She will officially start on August 8<sup>th</sup> with some training days with ND CTE in July.

Director Anderson shared that progress is continuing on the design and engineering of the project. He anticipates bidding will go out in mid June for Building A and Building B & C will likely go out in August. Additional time is needed by the engineers for that project. Next meeting may require action on accepting the bid for Building A. Fundraising continues with many meetings over the past month with various businesses. Also have been tentative approved for a \$125,000 equipment grant with funds being received late summer and hopeful for a \$400,000 equipment grant that needs to finalized and submitted. Additional grant applications will be submitted in July as well as additional funding meetings scheduled.

#### **Unfinished Business**

Logo Review – Director Anderson presented a logo option to the board with feedback used from previous versions. Mrs. Kukla moved to accept the logo as presented. Mrs. Jalbert seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

#### **New Business**

**Budget Consideration** – Director Anderson presented the proposed budget for fiscal year 22-23. He commented that it is difficult to gauge this budget due to the uncertainty of the construction costs for the renovation of the buildings. Mr. Krebs moved to accept the budget. Mrs. Jalbert seconded the motion. A voice vote was taken on the motion. The motion carried unanimously.

**Disposition of Property**– A draft version of a bylaws amendment was presented to the board

for review. This was a clause that was missing from our bylaws that relates to the disposition of property and funds. The board wished to review the document and take action at the next meeting.

Programming Priority – Director Anderson asked the board to complete a short survey on ranking their perceived priority on planned programming for the academy. The data will remain anonymous but will be used to help start prioritizing programming if resources become limited due to rising costs. Results of the data will be shared at next meeting.

Equipment Purchase Authorization – It was requested the board approve the purchase of a Lincoln cobot welder, Lincoln welders and enclosed trailer with planned grant funding. Ordering now will allow us to receive the equipment this fall and get it into schools for use. Mr. Krebs moved to approve the equipment purchases. Mrs. Jalbert seconded the motion. A roll call vote was taken Kukla – yes, Meduna – yes, Jalbert – yes, Zachmann – yes, Schwartz – yes, Krebs – yes and Seaks – yes (7 – yes, 0- no). Motion passes.

Announcements - Next board meeting will be August 3rd, 2022 at 7:00pm at the DPS North Campus Administration Building unless more time is needed to approve bid documents.

Also is was shared that Tara Zettel from Connect Medical in Dickinson reached out and shared they would be willing to come to schools and do presentations and share resources on topics related to teen health. She sits on the RACTC Health Advisory Board. Director Anderson can share contact information if any district has interest

Adjournment -At 8:10 p.m., President Seaks declared the meeting adjourned. Minutes prepared by Aaron Anderson, SWACTEA Director.

Aaron Anderson, SWACTEA