



Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
June 11, 2024

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 S. Vonesh, S. Peterson, J. Duckstads, G. Willhite, T. Anderson, K. Shaugobay, K. Hassel, D. Mack, T. Malm, A. Arlien, N. Myers, M. Gunderson, L. Hall, D. Svaren, S. Kjono, and C. Spisak

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

A quorum was established with 16 voting members present.

T. Anderson moved to approve the Consent Agenda, which included the current agenda, May 14, 2024, meeting minutes, financial report, and Status Report. Seconded by K. Hassel. Motion carried.

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

J. Carlson presented the Chief Executive Officer report:

- Most everything that would normally be reported here will be discussed later in the agenda
- The local connection of the board appreciation gifts was explained.

G. Willhite moved to accept the Chief Executive Officer report. Seconded by J. Duckstad. Motion carried.

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

- The RXII Change of Scope has been approved.

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

J. Carlson informed the Board that the contractors are lined up and demolition will begin soon at the MURL lot in Ada.

Board approval was requested to apply for the Minnesota Department of Transportation Grant Request in the amount of \$234,900.00 from January 01, 2025, through December 31, 2025. The funds will be used to replace one Class 400 Bus. D. Svaren moved to approve. Seconded by S. Peterson. Motion carried.

Board approval was requested to apply for the Wright County Health and Human Services Grant Request in the amount of \$24, 880.00 for a one-year duration. The funds will be used to replace the dishwasher at the Monticello Center, and Conscious Discipline Training and Coaching. T. Malm moved to approve. Seconded by K. Hassel. Motion carried.

Board approval was requested to apply for the Minnesota Housing Finance Agency Grant Request in the amount of \$200,000.00 from October 01, 2024, through September 30, 2025. The funds will be used to assist families, individuals, and youth in preventing homelessness or assisting in ending homelessness. N. Myers moved to approve. Seconded by K. Shaugobay. Motion carried.

J. Carlson shared that Wipfli contacted N. Aaker and explained the draft audit report was not going to be ready for the June board meeting. To avoid waiting until the August meeting for approval, a resolution was put forth to direct J. Carlson to finalize the draft report when ready on the advice of J. Duckstad and N. Aaker. Further, it was stipulated that Wipfli present the report in August and explain the timeliness issue and what is expected to happen going forward. S. Peterson moved to approve. Seconded by J. Duckstad. Motion carried.

T. Anderson moved to approve the EAP Financial Reconciliation Report. Seconded by N. Myers. Motion carried.

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.

The floor was opened for nominations to participate on the Head Start/Early Head Start Policy Council for the 2024-2025 program year. S. Vonesh volunteered. Nominations ceased. S. Vonesh will serve as the Representative to the Head Start/Early Head Start Policy Council. N. Myers moved to approve. Seconded by K. Hassel. Motion carried.

The floor was opened for nominations to participate in the Migrant and Seasonal Head Start/Early Head Start Policy Council for the 2024-2025 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. J. Duckstad moved to approve. Seconded by N. Myers. Motion carried.

Board approval was requested to approve the MN Housing Letter: ERA Housing Stability Services Monitoring and Financial Reconciliation Site Visit. D. Svaren moved to approve. Seconded by S. Peterson. Motion carried.

J. Carlson reported on a meeting between the Crookston Mayor and City Administrator regarding 102 N. Broadway. After discussion, it was decided that the board directs J. Carlson to convey the property to the City of Crookston along with a donation of cash and professional services totaling \$50,000. D. Svaren moved to approve. Seconded by G. Willhite. Motion carried.

J. Carlson asked for Board approval for the Viewpoint Project. This project will provide valuable exposure to the agency and the video output the agency will own at the end of the project will fill

a need that has been discussed by the Management Team for several months. A. Arlien moved to approve. Seconded by K. Shaugobay. Motion carried.

N. Myers moved to approve contracts with Inspired Technologies for three projects that need to be completed at the Le Sueur Administrative Office. Seconded by T. Malm. 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 13, 2024, 6:30 p.m.

K. Hassel 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: DEL