



July 20, 2017
9 a.m. Central Time
USB Autobank

Presiding officer:	<u>Erin Huntimer</u>	Type of meeting:	<u>Board meeting</u>
Note taker:	<u>Erin Huntimer</u>		
Executive board members:	<u>Erin Huntimer, Dale Johnson, Kent Neustel, Darold Bertsch, Kayla Olson, Keith Gendreau Brad Zimmerman, Christie Obernauer Ken Miller</u>		
Staff:	<u>Dana Santini, program director</u>		
Handouts:	<u>E-mailed prior</u>		

MINUTES

Order

Erin called the meeting to order at 9:03 a.m. Minutes from the previous meeting and the agenda for this meeting were approved.

Program director's report

Financial statements: distributed.

Maintenance: The oven & plumbing issues have been repaired. M&A Heating has been contact regarding getting a new furnace.

Taxes: WSI quarterly coverage has been paid. Christie will contact Widmer Roel to get a quote for accounting services.

Enrollment: 28

Staffing, 3 infant staff, 1 toddler staff, 2 preschool staff, 1 school-age staff. Will be losing 2 staff at the end of the summer, but staffing levels will remain adequate.

Open house

An open house is scheduled for Tuesday, Aug. 8. The event will include food, games, a book fundraiser, and tours. Board members are encouraged to attend. Jane Opdahl of Sen. Heitkamp's office, local media and other key community contacts will be notified directly. Advertising plan includes a direct mail piece, a newspaper ad and Facebook promotion

Social media

Dana will open a Twitter account in an attempt to reach more of the community.

Bylaws

A revised bylaws document was presented to the board, as prepared by a consultant through Basin Electric's legal department. Keith moved and Christie seconded, to adopt the bylaws as presented with two additional amendments: 1) amend the membership fee to \$5 from \$100, and 2) Ensure that references to "written communication" in the bylaws includes electronic communications. All in favor, motion passes.

501c3 filing

Dale moved and Christie seconded to file for 501c3 tax-exempt status with the IRS, upon the completion of necessary documentation. All in favor, motion passes.

2017 partner contributions

Erin requested that partners committed to multi-year financial contributions consider submitting their 2017 contributions soon.

Board transition

The sense of the board is that the partners prefer to remain on the board through the first year of operation, after which time they'll move to transition to a board structure as stated in the bylaws: parents, community representative, and a representative from an Executive Oversight Committee, composed of founding partner representatives.

Future Beulah facility

ECCCC intends to explore a Beulah facility in the future and continues to keep an eye out for opportunities. However, the board feels the Hazen facility should prove its viability before seeking to open a second facility.

Board meetings

The board set regularly scheduled board meetings for 8 a.m. the 2nd Thursday of each month at the Union State Bank Autobank meeting room.

Next meeting

The next meeting will be held Thursday, Aug. 10.

Adjourn

No further business. Meeting adjourns at 10:21 a.m.