

MINUTES

MISF EXECUTIVE COMMITTEE MEETING

MARCH 7, 2018

7:30 AM-9:30 AM

PATTERSON COMPANIES, MENDOTA HEIGHTS

AGENDA

- **Welcome and introductions**
- **Review and approve agenda**
- **Review and approve minutes from 12/06/17**
- **President's report**
 - * **Strategic Plan update**
 - * **Development report**
 - * **Membership report**
 - * **Advocacy update**
 - * **Program report**
 - * **Education Awards – April 29, 2018**
- **Finance report: balance sheet, income statement, restricted funds tracking cash flow**

MINUTES

Those present: Tim Benz, Randy Kroll, Teri McCloughan, Jennifer Cassidy, Greg Chamberlain,

Staff Present: Cassie Simpson

Meeting was called to order at 7:37 AM.

Motion was made by Teri McCloughan and second provided by Randy Kroll to approve the agenda as written.

Motion was made by Teri McCloughan and second provided by Greg Chamberlain, to approve the minutes from the 12/6/17 meeting as written.

President's Report:

There are 44 total applications for STEM Grants out of 50 LOIs. There were a number of newer schools that applied which is encouraging. Beth has been doing a great job communicating with schools and seems to have great vision about what's going on with STEM. She has also been putting together an online learning community for those who have more questions about STEM Education. The quality of the projects in applications have improved. Popular projects have been on water quality and makerspaces. We will soon begin the hiring for Michelle's position, and we want to post that by the end of March. We will post on the website and the MN Council of Nonprofits. The

position is a big role because on top of fundraising, it is more of an external relations position. There will be big shoes to fill.

Strategic Plan

Tim gave an explanation of the Kanban board and what is currently in progress and done. Great feedback on the high-priority school list. We sat down as a staff and wrote down schools that are either at-risk or high priority for non-renewal. We used the criteria of a leadership change, large number of students, or low engagement rate.

Tim recently went to Moorhead and Fergus Falls, and it was nice to visit legacy members. It's easy to see how rural places feel disconnected, and we get good feedback from those schools when we make an in-person visit.

Development Report

We are still in need of Sponsors for the Awards. We just sent out a spring appeal. We haven't heard from General Mills yet, and they are on their 4th program officer in 4 years. Some spring gifts are on schedule. Steve Hoepfner from the Schulze Foundation was impressed by the strategic plan and wanted a copy to ensure he has the information for the foundation board meeting. Thank you phone calls by the executive committee and board were very helpful.

Membership Report

Usage of webinars has gone up. 40% of webinar users are outside the metro. Some people prefer to see people in person. We have a shortlist of new member prospects for 2018 and target prospects before the STEM and school leadership conference. We reach out to some before the end of the fiscal year, so they get a full year's worth of usage.

Advocacy Update

Individual and scholarship tax credit for tuition on state taxes could be a priority depending on budget and surplus. Rumors of Title II-A Funds (staff development) going away. Tim will mention it at CAPE and see what other states and organizations are hearing. Tim will attend the national CAPE gathering this weekend. It is a great opportunity to make national connections. We have a visit scheduled to the Office of Nonpublic Education at the US Department of Education.

Program Report

The Education Awards are coming up. We lost Api as a sponsor, but it was expected. We are hoping for RBC to be the main sponsor. All sponsors have been contacted. Some ideas for sponsors are Mortenson's, Wellington's, and TKDE design firm, some of which have been connected to private colleges. We ask all board members to assist in making connections for table sponsorships.

Governance Committee

We will have two board openings coming up with Gene Pfiefer and Greg Margarit rolling off. We also have 2 additional vacancies that can be filled. Greg Margarit has a couple of ideas for his replacement. The Governance Committee discussed a lot of skills needed on the board as well as possible candidates. Having a knowledgeable and skilled board is essential for an organization with such a small staff. A discussion is needed to make a modification to the bylaws to enable board members to do up to 3 terms for a total of 9 years. Governance committee should discuss if the President should be a voting member of the board. This is in the bylaws, but Randy mentioned that it may be a conflict of interest.

Finance Report

The budget is looking good since 3M came in early, and the reserve account continues to grow. The loan is scheduled to be paid off a year from now. We received a new proposal from Redpath, our auditor. Key budget drivers for the remainder of the year are General Mills grant, Awards sponsorship, Xcel Energy and Schulze Foundation grants.

Adjournment

A motion to adjourn was made by Randy Kroll and a second provided by Teri McCloughan. Approved unanimously and adjourned at 9:00 AM

The Executive Committee went into Executive session.

 3/7/18

Theresa McCloughan - Secretary