

MINUTES

MISF BOARD OF DIRECTORS MEETING

JUNE 23, 2021

7:30 AM-9:30 AM

ZOOM MEETING

AGENDA

- Review and approve minutes from 3/17/21 meeting
- Advocacy/legislative update – Chas Anderson, MISF Lobbyist
- President's report
- Updates
 - * Development report
 - * Fiscal year ends June 30
 - * Membership report
 - * Leadership changes
 - * Program report
 - * Education Awards recap
 - * STEM Education Conference – Aug 3-4
 - * School Leadership Conference – Sept. 27-29
- Governance Update
 - * 2021-2022 Slate of Officers and Directors
 - * Recognition of outgoing board members
- Finance report: balance sheet, income statement, restricted fundstracking, cash flow, dashboard
- FY 22 proposed budget
- Strategic plan update, discussion and next steps
- Other business
 - * Meeting dates for 2021-22
- Executive Session

MINUTES

Those present: Tim Benz, Tim Berner, Mike Brennan, Jennifer Cassidy, Josh Killian, Veena Lakkundi, Michael Lamb, Joel Landskroener, Anna Lima, Brian Lynch, Teri McCloughan, Sumita Mitra, Wyayn Rasmussen, Kari Staples, Kate Wollan

Staff Present: Michele Skare

Meeting began at 7:33 AM.

Advocacy Update:

Chas Anderson joined the meeting to present an update on legislative issues. Tim emailed a document outlining these updates on 6/25/21. That document is available [here](#).

Approval of Minutes

A motion to approve the minutes from the 3/17/21 meeting was made by Joel Landskroener, seconded by Michael Lamb. Motion passed.

President's Report:

We are back at a more normal pace and routine as the year ends. We are focusing on year-end cleanup items and setting a summer audit date (July). Renewal invoices will be sent to current members on July 1. Tim will be reaching out to nonmembers with whom we have engaged in the last year, telling them about membership and benefits of MISF.

We received approval for our 3M grant, and expect to receive the money before the end of the fiscal year.

Federal Programs (EANS, ESSER) Update: We worked closely with MDE as nonpublic schools applied for the first round of EANS funding. About half of the nonpublics in the state applied for funds. All funds that were not applied for were added back into the pool, so that schools that did apply received larger amounts than originally anticipated. There has been no word yet on the next round of EANS funding. They are possibly waiting for schools to spend down the first round they received. The second round has no reimbursement provision, so funds will need to be spent on goods/services going forward.

Question: Why would schools not take the EANS money? Some did not apply because they took the second round of PPP loans (making them ineligible for EANS funds), and others do not apply because they do not accept funding from the federal government.

Question: Has our STEM programming been running during the pandemic? Yes, the programs have been proceeding as usual. We held a virtual conference last year, and will do so again this year. STEM grant requests were down a little from the previous year (a trend for the last 2 years) and, coincidentally, we received less funding from 3M last year; so there were no issues with the grant program.

Development Report

We have been approved for/awarded grants from GHR Foundation, Schulze Family Foundation, and Xcel Energy. We have already received our grant from the Schott Foundation. The Development Report and Grant Pipeline Report have been posted. We are in a strong position at the end of the year.

Governance Report

Board Officers for FY 2021-22 were announced. Chair: Teri McCloughan. Vice Chair: Michael Lamb. Secretary: Wyayn Rasmussen. Treasurer: Brian Lynch. Motion to accept the slate of officers as presented was made by Sumita Mitra, seconded by Jennifer Cassidy. Motion passed.

Jim Hansen, retired president of Hill-Murray School, will be joining the board. He looks forward to working with the group, and current board members spoke highly of Jim and his commitment to nonpublic education.

Kari Staples and Lynn Farmer are leaving the board this month. We thank them for their service and wish them the best.

Program Report

The 2021 Education Awards were very well received in spite of some technical glitches with our provider, W2 Films. They were disappointed and felt bad about the problems with the live stream, and billed us at a discounted rate. In comparing this virtual program to the last awards event, however, we found that more people were watching, and fundraising actually went **up** during the time that the live stream was down. (Some people just thought it was a planned intermission.)

STEM Education Conference – We surveyed our members and previous attendees, and the majority wanted a virtual or hybrid conference, so we will be doing another virtual conference on August 3 – 4.

School Leadership Conference – We are planning to be in person at Ruttger’s this year on September 27-29. The planning committee is meeting tomorrow to discuss session topics. Registration will begin sometime between 8/1-8/15. There is a discounted fee for first-time attendees – 2 nights for the price of 1.

Finance Report

The Finance report is posted on the website. Brian and Tim highlighted a few items: The PPP loan is still showing on the balance sheet; we anticipate that it will be forgiven, and then will come off. We currently have \$144K in reserves (savings account), which is approximately 3 months’ worth of operating expenses. The work around rebranding has been paid for through outside services/general operating funds, no reserve funds have been used for this.

FY22 Budget

The budget documents have been posted on the website. Brian highlighted these items: Good to see that this is an “in the black” budget. 3% salary increases have been built in for all staff. Direct Program Expense includes participant fees, office move and rebranding costs. Variance in the sponsorship line is due to holding two awards events in the same year. With our office move next year rent cost will go up, but total occupancy costs will be down because we will no longer have \$700/mo in parking expense. We will need to look at how much more we want to grow our reserves, which are currently at 3 months. Perhaps 6 months is the goal.

Chair asked for a motion that the Board approve the 2021-22 budget as presented. So moved by Joel Landskroener, seconded by Michael Lamb; motion passed.

Strategic Planning Update

Tim distributed a confidential document with proposed rebranding name, logo and strategies prior to the meeting. Board members, as well as MISF partners at the GHR Foundation and Schulze Family Foundation provided feedback to Tim and Teri. The planning committee will meet again with Eight Moon to discuss feedback and any necessary revisions. If possible, the new name/branding could be rolled out at the September Leadership Conference. More updates to follow.

Other Business

Members are encouraged to bookmark the Board Roster and Calendar, linked [here](#).

Executive Session

MISF staff were excused as the Committee met in Executive Session starting at 8:33 AM



Wyayn Rasmussen – Secretary
6/30/2021