

Board of Directors Meeting
Bdote Learning Center
3216 E 29th St. Minneapolis, MN 55406
12/19/2022
4:30-6:00 p.m.

ZOOM meeting [link](#) (At bottom of Board members page on Bdote website)

MINUTES

1. Opening Items

- a. Call Meeting to Order at 4:55 PM
- b. Record Attendance and Guests
 - i. Present: Jewel Arcoren, Sheila Zephier, Tedi Grey Owl, Mat Pendleton, Carol Charging Thunder.
 - ii. Guest(s): Veronica Peterson-Briggs; Director of Administration, Nichole Schmidt; CLA.
- c. Statement of Conflict of Interest — none.
- d. Approve 12/19/2022 Agenda
 - i. *Tedi motions to approve agenda. Carol seconds the motion: motion carries. 5 yes. 0 Nay. Motion carries.*
- e. Approve BLC [11/28/2022 Board Meeting Minutes](#):
 - i. *Carol makes a motion to approve the 11/28/2022 Board Meeting Minutes, Tedi seconds the motion. 5 Aye. 0 Nay. Motion carries.*

2. Finance

- a. Approve [November 2022 Financials and Check Register](#), Nichole Schmidt
 - i. Tedi makes a motion to approve the November 2022 Financials and Check Register. Mat seconds the motion. 5 Aye. 0 nay. Motion carries.

3. Public Comment

- a. Each speaker must sign up on Zoom chat with two minutes to speak.

4. Leadership Report

- a. [Operations Report](#), Korissa Howes

i. *Tedi motion to accept the Operations Report. Carol seconds the motion. Motion carries. 5 Aye. 0 Nay. Motion carries.*

b. [Administrative Report](#), Veronica Peterson-Briggs

i. *Tedi makes a motion to accept the Administrative Report. Sheila seconds the motion. 5 Aye. 0 Nay. Motion carries.*

5. Closed Session to discuss volunteer flagged background check results

a. *Tedi motions to go into closed session. Sheila seconds the motion. 5 Aye. 0 Nay. Motion carries.*

6. New business

a. Volunteer Policy ([Example policy](#))

i. Keep track of hours and the volunteer hours.

b. Ratify new hire:

i. Iva Rasmusson

ii. *Tedi motioned to ratify the new hire list. Carol seconded the motion. 5 Yes. 0 No. Motion carries.*

c. Staff PTO clarification, Liza Hill & Veronica Peterson-Briggs

i. Discussion: Is the Personal Leave, in addition to the 10 days of annual leave?

ii. Jewel understands that the personal leave is in addition to the annual leave. Tedi understands that the personal leave is “One day per month that is earned based on full time employment, and prorated for part time employment”. Two different formulas, and it can all be rolled into one.

iii. Example of caps on PTO: Allowed to bank 40 hours into the next year; personal leave does not roll over. We do need help making a policy

iv. Tabled until the next board meeting, we need HR guidance how to change this PTO policy.

7. Old Business

a. Board Training video

b. Board Elections update , Veronica Peterson-Briggs

8. Next Board Meeting: "Annual Board Meeting" scheduled January 30, 2022 @ 4:30 PM

9. Adjourn

a. Sheila makes a motion to adjourn at 6:05 PM. Tedi seconds. Motion carries.