

Board of Directors Meeting
Bdote Learning Center
3216 E 29th St. Minneapolis, MN 55406
1/30/2023
4:30-6:00 p.m.

MINUTES

1. Opening Items

- a. Call Meeting to Order at 5:00 PM
- b. Record Attendance and Guests
 - i. Present: Mat Pendleton, Angela Two Stars, Carol Charging Thunder, Sheila Zephier, Tedi Grey Owl. Jewell joined at 5:05 PM and intermittently via Zoom.
 - ii. Guest(s): Veronica Peterson-Briggs, Korissa Howes, Nichole Schmidt.
- c. Statement of Conflict of Interest — None.
- d. Approve 1/30/2023 Agenda
 - i. *Carol motions to approve the agenda. Angela seconds the motion: 5 Yay, 0 Nay. Motion carries.*
- e. Approve BLC 12/19/2022 Board Meeting Minutes:
 - i. *Sheila makes a motion to approve the 12/19/2022 Board Meeting Minutes, Jewell seconds the motion: 6 Yay, 0 Nay. Motion carries.*

2. Finance

- a. Approve Statutory Operating Debt (SOD) Plan and resolution, Nichole Schmidt.
 - i. The NOVO grant did not come in until after August, and we have received the NOVO grant for this year. We needed 3 years to get out of debt, but we are getting out of it already.
 - ii. *Angela motioned to accept the Statutory Operating Debt (SOD) Plan. Sheila seconds the motion. 5 Yay, 0 Nay. Motion carries.*
- a. Approve December 2022 Financials and Check Register, Nichole Schmidt.
 - i. *Sheila motioned to accept the December 2022 Financials and Check Register. Angela seconds the motion. 5 Yay, 0 Nay. Motion carries.*

3. Public Comment

- a. None.

4. Leadership Report

- a. Operations Report, Korissa Howes

i. *Carol motion to accept the Operations Report. Sheila seconds the motion. 5 Yay, 0 Nay. Motion carries.*

b. Administrative Report, Veronica Peterson-Briggs

i. *Angela left the meeting at 5:35.*

ii. *Sheila makes a motion to accept the Administrative Report. Carol seconds the motion. 4 Yay, 0 Nay. Motion carries.*

5. New business

a. Discuss on Staff Handbook in regards to Paid Time off language.

- i. It is the understanding that there are 20 days of paid time off; 10 days are given out right (prorated based on start date) AND 10 days that are accumulated over the 10 month instructional calendar months (i.e. every 30 days of employment in the school year).
- ii. Need to start practice that employees are taking their leave each year
- iii. Sheila left the meeting at 5:46 PM.
- iv. It is typical that only 40 hours can roll over into the next year; sometimes it can be 80
- v. Percentage of employees employed 0-4 years versus 5+ year at BLC
- vi. No PTO payout otherwise we have to include that on the audit, add in the language that the time off is lost or rolled over and cannot be paid out is the recommendation from Nichole Schmidt.
- vii. Veronica will work with Nichole Schmidt (CLA) and Liza Hill (Designs for Learning - HR) to get the accurate language.
- viii. This approval was tabled until the staff handbook is ready with the correct language.

b. Student/Family Handbook.

i. *Carol makes a motion to add the cell phone policy to the Student/Family Handbook. Mat seconds the motion. 3 Yay, 0 Nay. Motion carries.*

6. Old Business

a. Approval of Volunteer Policy tabled.

7. Next Board Meeting: scheduled February 27, 2022 @ 4:30 PM on Zoom.

8. Adjournment

a. *Carol makes a motion to adjourn at 5:58 PM.*