

**Clay County Collaborative**  
**Board of Directors of the Governance Board Minutes**

*Monday, 4 April 2011      10:30 – 11:30 a.m.      DGF Board Room (Dilworth Elementary,  
108 N. Main St., Dilworth)*

**In Attendance:** Mark Altenburg (Governance Board - City of Moorhead), Randy Bruer (Administrative Group - DGF ISD #2164), Shelley Ford (Administrative Group - Department of Corrections), Mark Haugen (Governance Board - Rural Enrichment and Counseling Headquarters), Wayne Ingersoll (Governance Board – Clay County), Jodi Puhalla Neumann (Administrative Group - Rural Enrichment and Counseling Headquarters), Carolyn Strnad (Administrative Group - parent representative), Dawn Tommerdahl (Collaborative Coordinator)

Mark A. welcomed the group and we did a round of introductions. Minutes from the 3/22/10 meeting were unanimously approved. (Wayne/Randy) No changes were made to today's agenda. (Randy/Shelley)

**Action items**

- FY12 work plans/Programs budget: Administrative Group recommends approval. From 2/23/11 minutes:

*A motion to recommend approval of FY12 work plans and budgets to the Board of Directors passed unanimously. (Joe/Jodi)*

**Discussion:**

Carryover: LCTS funds are time-limited (currently 48 months). Since our earnings were cut beginning in 2006, the Collaborative has been supplementing cuts in LCTS earnings with reserves that were built up from the time when earnings were higher. Dawn will send out a spreadsheet showing this spending over time. At current spending rates, these reserves will be depleted and programs will be sustained on income – the intention of how LCTS funds were to be spent. The \$200,000 used for FY12 budget purposes is close to that sustainable amount.

*A motion to recommend approval for the FY12 work plans to the Governance Board passed unanimously. (Wayne/Carolyn).*

- Administrative expenses
  1. Contract for Collaborative Coordination

*A motion to recommend that the Governance Board approve the FY12 Collaborative coordinator contract as proposed passed unanimously. (Shelley/Jodi)*

*A motion to increase the contract by \$500 to cover increased cost of gas passed unanimously. (Randy/Jodi)*

**Discussion items:**

- 3% COLA that was discussed at the Administrative Group – not in proposed contract.
- Reimbursing mileage (cost would have been \$4800 for 2010) – part of business expenses of the Coordinator.
- Extra amount for mileage
- Change in Coordinator's duties – none anticipated in FY12 because number of work groups is not changing. Need for further discussion on this topic – what will the Collaborative look like in FY13?

## 2. Contract for LCTS Coordination

*A motion to recommend that the Governance Board approve the FY12 LCTS coordinator contract as proposed passed unanimously. (Wayne/Mark H.)*

No discussion on this item.

- Total FY12 budget

*A motion to recommend that the Governance Board approve the FY12 budget as proposed passed unanimously. (Mark H./Shelley)*

No discussion on this item.

### **Other business**

The group discussed how to proceed with reorganizing the Collaborative for FY13 – options discussed – big group (all stakeholders plus community members? Could also be done at September Governance Board meeting as it is attended by Administrative Group members and program staff as well), or small group – but who? It's too big a decision for a very small group. The need to reorganize also depends on whether our increase in LCTS earnings will hold.

Mark A. announced that the Blandin Foundation is holding a leadership program in ethnically diverse leadership. Grants are available to people who might face hardship if they have to take unpaid time off of work. For more information and to register see <http://ledc.blandinfoundation.org/>. Dates are May 24-25 (1.5 days), June 9, 23 and July 14 (1/2 days). Goal is to have a group of 50 – ½ from ethnically diverse backgrounds and ½ from majority group.

**Next meeting:** possibly in the fall – to further discuss possible reorganization.

Respectfully submitted,  
Dawn Tommerdahl  
Coordinator  
Clay County Collaborative