

Coburg Community Charter School Board Meeting Minutes

Via Zoom Call

Monday, October 19, 2020 6:00 pm

Meeting called to order at 6:02 pm

Board members present: John Barry, Brenda Willis, Jessica Clark, Sarah Brooke, Kate Panum, Paul Thompson

Honorary Board members present: Janel McPherson

Staff members present: Lisa Jager, Holly Campbell, Molly Rust, Lee Ann Erickson, Laura Ralls, Melissa Sepulveda, Erik Lovendahl, Alyson Young, Danielle Hauser, Katie Brushett, Jamie Parks

Guests: Miriam Whiteley, Chad Hadley, Andrea McGarvey, Rachel Helms, Kalee Powell, Rachel Smythe, Kim Torrey, Jen Fitzgerald, Kelsey Bedortha, Randy Willis, Shannon Turner, Kristi McCondochie, Mikell Schultz, Sara Hamburger, Colleen Tuman, Heather Kunz

Agenda: The agenda was accepted.

Pubic Comments: None

Consent Agenda: The minutes from the October 5, 2020 Special Board Meeting and October 8, 2020 Emergency Special Meeting were accepted.

Special Guest Report

- **Miriam Whiteley, Roehl & Yi Investment Update**
 - Pandemic has impacted investments but recovering

General Report

- **Finance and Budget Report**
 - Updated ending fund balance
- **PCS Report**
 - Fundraising coming in from Bottle Drop and Jog-a-Thon
 - Costume contest via Facebook
 - Looking for ideas for staff appreciation
- **Administration Report**
 - Stable student numbers
 - Meeting with 4j shows stable economic forecast for 20-21
 - Review of current grants and upcoming PERS rates
 - TAG, Behavior, and PBIS updates

- **Staff Report**

- Personal safety a concern for staff, even after facility upgrades

Old Business

- **BOD Packet Review**

- **Update Bank Account Signers**

- Lisa and Kim Torrey, no longer a Board Member, currently signer on account.

Motion by Jessica Clark to add John Barry a signer on bank account and remove Kim Torrey. The Board unanimously approved the motion.

- **HVAC Project**

- Recommendation by admin for bi-polar purifier or i-Wave rather than scrubber
- All options installed into duct space of building

Motion by Paul Thompson moves to award contract for HVAC project to Comfort Flow as long as they can complete installation by mid December, including the gym, at a price lower than Innovative Air (\$12,124). If Comfort Flow is unable to meet these conditions the contract will be offered to Innovative Air. The Board unanimously approved the motion.

- **Infrastructure Project**

- Review of Ednetics Quote and 3 project options

Motion by John Barry to approve an increased budget of \$3,082 to equal Ednetics option 2 quote of \$73,968.69 with the goal of preparing the building infrastructure for future projects including security and bell system. The Board unanimously approved the motion.

- **Phone System Project**

- Discussed comparison of phone system quotes

Motion by Paul Thompson to move forward with Valley Tel Digital phone system, adding \$7,919.50 to budget. The Board unanimously approved the motion.

- **K-3 Planning Updates**

- Discussion of additional staff that might be needed in hybrid model of learning
- Overview of screening procedures for students

New Business

- **SIA Grant Amendment**

- Updated SIA grant due to CDL and hybrid learning

Motion by Kate Panum to adopt the updates to SIA grant as proposed by Administration. The Board unanimously approved the motion.

Public Comments

- Colleen Tuman - wondering about janitorial issue and getting students back into school

Meeting adjourned at 8:50pm**Minutes submitted by Kate Panum**