# MSCOD EXECUTIVE COMMITTEE MINUTES

MSCOD OFFICE

121 E. 7TH PL. Suite 107, St. Paul, MN 55101

January 21, 2015 RESCHEDULED from (1/14/2015)

(APPROVED 2/11/2015)

## ATTENDANCE

Dean Ascheman in person

Jim Thalhuber by phone

Robert Johnson – by phone

Kathy Peterson - by phone

Nate Aalgaard – Excused absence

Staff members present Joan Willshire, David Fenley, and Shannon Hartwig.

## CALL TO ORDER

Jim Thalhuber – Council chair called the meeting to order at 2:15 p.m.

## APPROVAL OF AGENDA AND MINUTES

Dean Ascheman motioned for approval of the agenda. Robert Johnson seconded the motion. It was approved by unanimous voice vote. Dean Ascheman motioned for approval of the December 16, 2014 minutes. It was seconded by Robert Johnson. It was approved by unanimous voice vote.

## Legislative Update

Staff member David Fenley presented to the group, information on the Legislative updates. We have 35 bills we are currently tracking, session has just begun and there are sure to be more bills we would like to follow, with that in mind staff members David Fenley and intern George Shardlow will prepare a document to send to council members to keep them up to date on progress.

## ADA Updates

Staff member Andy Mosca presented to the group updates concerning the ADA Legacy grant. There have been some changes to the dates and locations of the July 9 event, but on the bright side this opens us to new opportunities. More details will be shared with the group when we have confirmed the information; we are still in the planning stage. The poster and video contest had two submissions, and a request for an extension by a group of school children, as a class project. The contest closed January 17, 2015. Additional planning on the project will be addressed by the committees and information will be presented at a later date. The ADA survey was scheduled to close on January 17, 2015, but it has been extended for the duration of the project.

## Budget Items

ACTION ITEM- Acceptance of 5000.00 from Allina for ADA Legacy Project. Robert Johnson motioned for approval of Acceptance of 5000.00 from Allina for the ADA legacy project. It was seconded by Dean Ascheman. It was approved by unanimous voice vote.

## FINANCIAL – Encumbrances

The group reviewed the financial reports presented and decided to approve by report title.

Dean Ascheman motioned to approve November MSCOD’s PO’s totaling $4749.94. It was seconded by Kathy Peterson. It was approved by unanimous voice vote.

MSCOD’s Contract’s – NO CONTRACTS FOR THIS REPORT PERIOD

ADA Legacy Grant Contract’s – NO CONTRACTS FOR THIS REPORT PERIOD

ADA Legacy Grant PO’s – NO CONTRACTS FOR THIS REPORT PERIOD

The group reviewed the financial reports presented and decided to approve by report title.

Dean Ascheman motioned to approve December MSCOD’s PO’s totaling $7878.41. It was seconded by Kathy Peterson. It was approved by unanimous voice vote.

MSCOD’s Contract’s – NO CONTRACTS FOR THIS REPORT PERIOD

ADA Legacy Grant Contract’s – NO CONTRACTS FOR THIS REPORT PERIOD

ADA Legacy Grant PO’s – NO CONTRACTS FOR THIS REPORT PERIOD

Council Member Kathy Peterson left the meeting at 3:00 pm, Council chair Jim Thalhuber took roll call, to establish quorum.

## Planning March 24, 2015 full council meeting

We have a few locations selected to hold the meeting scheduled for March 24, 2015. Staff will review which location will best suite our needs. We will have meetings with legislators in the morning, Joan will contact the SmART team to arrange for council training on financial items. Other items will be added to the agenda as needed.

## Sub-Committee Updates:

Subcommittees will meet before the next council meeting.

## Other Business

The group held discussion about the current BY-LAWS, and are planning on a review or training that may include updates. Council member Dean Ascheman read Article X, Section 1. Amendments and Section 2. Suspension to the group for reference. In the event any changes are planned in the future.

Joan Willshire reminded the group about planning for the Biennium, It will be coming up fast, and we need to plan accordingly.

The group discussed the planning for the Executive Director annual review.

The group discussed the current open appointments; the openings are considered an open appointment, even if the current member would like to re-apply. Stephen Grams will not re-apply, and Barb Stensland has submitted her resignation effective as the end of January, 2015. A letter was sent out to Bryce Samuelson, regarding his attendance. Council Chair Jim Thalhuber has asked him to respond. We still have a vacant seat from Region 6. The Governor’s office, who handles the appointments, has been in disarray due to their moving to a new location due to construction, and acquiring new staff.

The group would also like to congratulate staff member Margot Imdieke Cross on her nomination and acceptance of the Distinguished Service Award presented by Council on Martin Luther King, Jr Holiday, Hooray for Margot!

Board Chair Dean Ascheman motioned to adjourn; Robert Johnson seconded.

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Shannon Hartwig