



CENTRAL RIVERS AREA EDUCATION AGENCY

**Central Rivers AEA Board of Directors Work Session Minutes
1521 Technology Parkway, Cedar Falls, IA
Wednesday, December 7, 2022**

Call Work Session to Order

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Work Session to order at 4:30 p.m. Board members attending electronically were Bryan Burton, Dennis Craun, Kathy Enslin, Maureen Hanson, Nicole Lovik-Blaser, Dr. Tony Reid, and Dr. Mary Stevens. Absent was Dr. Darshini Jayawardena. Also present were Chief Administrator Sam Miller and Board Secretary Lori Thomas.

Approval of Agenda

Maureen Hanson made a motion to approve the agenda, seconded by Dr. Tony Reid. Motion carried unanimously.

Chief Administrator Update

Sam Miller gave the board an update on his professional development plan.

Adjourn Work Session

Dr. Debra Rich declared the meeting adjourned at 4:55 p.m. on a motion by Dr. Mary Stevens, seconded by Bryan Burton.

**Central Rivers AEA Board of Directors Annual Organizational Meeting Minutes
1521 Technology Parkway, Cedar Falls, IA
Wednesday, December 7, 2022**

Call Board Meeting to Order - Welcome Visitors

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Annual Organizational Board Meeting to order at 5:00 pm. Board members attending electronically were Bryan Burton, Dennis Craun, Kathy Enslin, Maureen Hanson, Nicole Lovik-Blaser, Dr. Tony Reid, and Dr. Mary Stevens. Absent was Dr. Darshini Jayawardena.

Also attending electronically were Sam Miller, Karl Kurt, Michael Kalvig, Amy Knupp, Jen Sigrist, Beth Strike, Sarah Nelson, Kay Schmalen, Lori Thomas (in person), and visitor Rochita Ghosh from the Waterloo Cedar Fall Courier

Approval of Agenda

Maureen Hanson made a motion to approve the agenda, seconded by Dr. Mary Stevens. Motion carried unanimously.

Election of President - Administer Oath of Office

Chief Administrator Sam Miller took the chair for the election of the board president. Maureen Hanson nominated Dr. Debra Rich, seconded by Kathy Enslin. Hearing no other nominations, Kathy Enslin made a motion to close nominations and appoint Dr. Debra Rich as board president, seconded by Dr. Mary Stevens. A roll call vote was administered by Board Secretary Lori Thomas with board members voting unanimously to close nominations and appoint Dr. Debra Rich as board president.

Board Secretary Lori Thomas administered the Oath of Office to Dr. Debra Rich, who then took the chair.

Election of Vice-President - Administer Oath of Office

Dr. Tony Reid nominated Maureen Hanson to serve as board vice-president, seconded by Kathy Enslin. Hearing no other nominations, Dr. Mary Stevens made a motion to close nominations and appoint Maureen Hanson as board vice-president, seconded by Bryan Burton. A roll call vote was administered by Board Secretary Lori Thomas with board members voting unanimously to close nominations and appoint Maureen Hanson as board vice-president. Dr. Tony Reid was absent during the roll call vote.

Board Secretary Lori Thomas administered the Oath of Office to Maureen Hanson.

Appoint Board Secretary & Treasurer – Administer Oath of Office

Kathy Enslin made a motion to appoint Lori Thomas to continue to serve as board secretary and Michael Kalvig to continue to serve as board treasurer, seconded by Maureen Hanson. Motion carried unanimously.

Board President Dr. Debra Rich administered the Oath of Office to both Lori Thomas and Michael Kalvig.

Approval of Consent Agenda

Bryan Burton made a motion to approve the consent agenda, seconded by Kathy Enslin. Motion carried unanimously.

Program Review: Boardroom Project

Beth Strike, Sarah Nelson, and Kay Schmalen presented a proposed plan to reconfigure the current boardroom to enable it to be used for other purposes. The proposed plan will also provide for improved technology needs. The project will be brought to the board for consideration at an upcoming board meeting.

Approval of Board Meeting Dates for 2023

Dr. Mary Stevens made a motion to set the meeting dates for 2023 as recommended, seconded by Maureen Hanson. Motion carried unanimously. The board will meet on the following Wednesdays at 5:00 pm, with one exception noted:

- January 4, 2023
- February 1, 2023
- March 1, 2023
- *April 3, 2023 (Monday meeting with community colleges)
- May 3, 2023
- June 7, 2023
- July 19, 2023
- September 6, 2023
- October 4, 2023
- November 1, 2023
- December 6, 2023

Approval of Committee Appointments for 2023

Bryan Burton made a motion to continue with the current committee appointments with the addition of Nicole Lovik-Blaser appointed to the Audit Committee, seconded by Maureen Hanson. Motion carried unanimously. The committee appointments for 2023 are as follows:

- Iowa AEA Executive Board: Dr. Debra Rich
- Audit Committee: Bryan Burton, Kathy Enslin, Maureen Hanson, and Nicole Lovik-Blaser
- Facility Committee: Dennis Craun, Dr. Tony Reid, and Dr. Mary Stevens

Approval of Depository Banks & Establish Limits for 2023

Dr. Mary Stevens made a motion to approve Farmers State Bank, with a limit not to exceed \$25,000,000 (twenty-five million), as the depository bank, seconded by Bryan Burton. Motion carried unanimously.

Approval of Legal Counsel for 2023

Dr. Tony Reid made a motion to appoint Swisher and Cohrt to continue to serve as Legal Counsel for 2023, seconded by Nicole Lovik-Blaser. Motion carried unanimously.

Reports to/from Board:

Amy Knupp and Jen Sigrist

Amy and Jen each gave an update on IDEA and ESSA designations. They are working together with regional administrators on training development for districts and will continue to provide updates to the board.

Beth Strike

Beth shared regarding the communication visits she is holding with district superintendents and also on the work she is doing around culture with her Creative Services team.

Karl Kurt

Karl reported that the first labor management meeting for next year was held and shared that there will be a training around unconscious bias on January 4, 2023. He invited the board members to attend.

Dr. Mary Stevens

Mary expressed her appreciation for the wonderful learning opportunities at the AESA Conference she recently attended and acknowledged Cari Teske, Director of Media, for the great job she did with her presentation.

Kathy Enslin

Kathy shared that she felt the recent AESA Conference was one of the best she has attended and was proud of the collaborative work of the Iowa AEA system. Kathy thanked the agency for the opportunity to attend.

Maureen Hanson

Maureen shared that she felt the IASB Conference was well done this year. Maureen acknowledged Beth Strike for her work with districts in telling their positive stories.

Dr. Debra Rich

Debra thanked Mary and Kathy for attending the AESA Conference and reported that she attended the IA Executive Board meeting in November. Debra reminded the board of the interviews being held on December 13 in Cedar Falls. Debra also acknowledged Beth Strike and Lori Thomas for their work in coordinating the search for a chief administrator.

Adjournment

Dr. Debra Rich declared the meeting adjourned at 6:09 p.m. on a motion by Dr. Mary Stevens, seconded by Bryan Burton.

Respectfully Submitted,

Lori A. Thomas

Lori Thomas, Central Rivers AEA Board Secretary

Debra Rich

1-4-23

Dr. Debra Rich, Board President