



Education & Administrative Resources

1420 East College Drive
Marshall, MN 56258
www.swwc.org

BOARD OF DIRECTORS' MEETING

July 24, 2024
SWWC Service Cooperative
1420 East College Drive
Marshall, MN

5:30 pm Personnel Committee Meeting – Voyager Conference Room
6:00 pm Dinner
6:30 pm Board Meeting

AGENDA

1. **Call to Order** – Chair Coleman
2. **Introduction of Guests** – Cliff Carmody
3. **Agenda Approval** – Chair Coleman (Action)
4. **Consent Agenda Approval** – Chair Coleman (Action)
 - 4.1 Minutes – June 26, 2024 ENCL
 - 4.2 Monthly Expenditures ENCL
 - 4.3 Services Contracts ENCL
 - 4.4 Consultant Contracts ENCL
 - 4.5 Purchasing Card Program Cardholder Authorization ENCL
 - 4.6 Personnel List ENCL
5. **SWWC Foundation Update** – Shelly Maes/Board Members (Information)
6. **Action Items** (Action)
 - 6.1 Annual Plan/Report – Shelly Maes HANDOUT
 - 6.2 24-25 SWWC Employee Manual – Abby Polzine ENCL
 - 6.3 Acceptance of Gifts/Donations – Tegan Gillund ENCL
 - 6.4 Sublease with Just for Kix – Tegan Gillund ENCL
 - 6.5 Sublease between MPS and ABE – Tegan Gillund ENCL
 - 6.6 Policy 802 – 1st Reading & Adoption – Tegan Gillund ENCL
7. **Monthly Administrative Reports** (Information)
 - 7.1 Director of Finance – Tegan Gillund ENCL
 - 7.1.2 Quarterly Investment Report ENCL
 - 7.2 Director of Human Resources – Abby Polzine
 - 7.3 Executive Director – Cliff Carmody
 - 7.3.1 Annual Meeting
8. **Personnel Committee Report** – Jody Bauer, Chair
 - 8.1 Extension of Probationary Period ENCL (Action)

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| 8.2 | Memorandum of Understanding – Overload | ENCL | (Action) |
| 9. | MHC/CPC/MSC Board Meeting Updates – Steve Schnieder,
Cliff Carmody | | (Information) |
| 10. | Open Forum/Closing Remarks -- All | | (Discussion) |
| 11. | Other – All | | |

Mission – To be a collaborative partner providing exceptional services, innovative solutions, and proactive support.

Vision – To create a future where children, families, schools, and communities learn, succeed, and thrive.

SWWC Beliefs – Service, Integrity, Sincerity, Collaboration

Contact Information:

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