



Education & Administrative Resources

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

BOARD OF DIRECTORS' MEETING

May 31, 2023

SWWC Service Cooperative

1420 East College Drive

Marshall, MN

- 1:00 pm Board Planning Session – Conference Rooms
5:30 p.m. Personnel Committee – Small Conference Room
6:30 p.m. Board Meeting – Conference Rooms

AGENDA

1. **Call to Order** – Chair Maas
2. **Introduction of Guests** – Cliff Carmody
3. **Agenda Approval** – Chair Maas (Action)
4. **Consent Agenda Approval** – Chair Maas (Action)
 - 4.1 Minutes – April 26, 2023 ENCL
 - 4.2 Approval of Expenditures ENCL
 - 4.3 Services Contracts ENCL
 - 4.4 2023-24 Membership Services Agreements ENCL
 - 4.5 Consultant Contracts ENCL
 - 4.6 Personnel List ENCL
 - 4.7 23-24 CSA Employment Contracts ENCL
5. **Staff Presentation – Business Services** – Christine Schmitt (Information)
6. **Action Items**
 - 6.1 SWWC ELC-New London Construction Manager Contract ENCL (Action)
- Randy Erdman
 - 6.2 SWWC ELC-New London Notice to Proceed – Randy E. ENCL (Action)
 - 6.3 SWWC ELC-New London Lease Revenue Bond ENCL (Action)
Approval Resolution – Randy Erdman
 - 6.4 SWWC ELC-New London Assignment of Real Estate ENCL (Action)
Purchase Agreement & Addendum 1 – Randy Erdman
 - 6.5 SWWC Marshall Office Professional Services ENCL (Action)
Amendment – Randy Erdman
 - 6.6 Purchasing Agent Agreement Template – Randy Erdman ENCL (Action)
 - 6.7 SWWC Central Office Land Due Diligence – Randy E. ENCL (Action)
 - 6.8 2023 MSC Outstanding Service Award – Cliff Carmody ENCL (Action)
7. **Monthly Financial Report** – Randy Erdman ENCL (Information)
 - 7.1 Quarterly Investment Report ENCL (Information)

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| 8. | Executive Director's Report – Cliff Carmody | | (Information) |
| 8.1 | Facility Update | | |
| 8.2 | Annual Meeting Discussion | | |
| 9. | Personnel Committee Report – Jody Bauer | | |
| 9.1 | Agreement to Extend Probationary Period | ENCL | (Action) |
| 9.2 | 22-24 DSS Tentative Settlement | ENCL | (Action) |
| 9.3 | 22-25 Administrator Personnel Policy Changes | ENCL | (Action) |
| 10. | MHC Board of Directors Meeting Update – Cliff Carmody | | (Information) |
| 11. | Open Forum/Closing Remarks -- All | | (Discussion) |
| 12. | Other – All | | |

Mission – We support and enhance the work of our members by providing programs and services that meet their needs.

Vision – By striving to be innovative, collaborative, and responsive, we will be the premiere service agency for our members.

Core Values – Service, Integrity, Respect

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