

La Crescent Montessori and STEM School
Thursday, January 19, 2017
Annual Meeting Official Minutes
1116 South Oak Street, La Crescent, Minnesota
6:00 PM

La Crescent Montessori and STEM School's mission is to empower children to unfold their potential as whole and unique persons in a world community.

Call to Order: 6:10 PM

Roll Call:

Present- Sam Thelemann, Ashleigh Bartz, Melissa Johnson, Tara Thompson, and Natalie Hafner

Absent- None

Guests- Signed-In

Approval of January 19, 2017 Annual Meeting Agenda – *Included in agenda packet.

Tara motions to approve the January 19, 2017 Annual Meeting Agenda.

Seconds: Ashleigh

Motion 5:0 Unanimous

Approval of January 12, 2017 Meeting Minutes – *Included in agenda packet.

Natalie motions to approve the January 12, 2017 meeting minutes.

Seconds: Melissa

Motion 5:0 Unanimous

Community Input: None

DFO Report (Tammy Stremcha) –

What a hectic time of year it has been!

The World's Best Work Force report has been submitted to Minnesota's Commissioner of Education, I have coordinated information for early release and closings, coordinated interviews for the Head of School, communicated the results of board decision to the candidates, coordinated various volunteer hours, and committee meetings. Current IRS forms are being finalized, and filed with appropriate state and federal officials, staff development training has been scheduled, installment of televisions and a washer and dryer with multiple vendors has been coordinated, prepped the Chromebooks and desktops for MCA testing, prepped pre-test files, spoke with parents about possible enrollment, coordinated staff training for MCA testing, continue to update JMC as necessary, submit to epicenter documentation, files to MDE, update the website as needed, began preparing for the Chili & Chocolate fundraiser, prepared for the annual meeting, and continued general duties of the DFO position.
Happy New Year :)

Approval of December 2016 Expenditures – *Included in agenda packet.

Sam motions to approve the December 2016 expenditure.

Second Motion: Ashleigh
Motion 5:0 Unanimous

Approval of December 2016 Bank Reconciliation- *Included in agenda packet.

Tara motions to approve the December 2016 Bank Reconciliation.

Second Motion: Natalie

Motion 5:0 Unanimous

Review of Balance Sheet, Income Statement, Cash flow, Enrollment Reports, and Financial Statement Report for December 2016 – *Included in agenda packet. Did new students start in January or December? Tammy will have to look into the enrollment.

Approval of Quarterly Report – *Included in agenda packet.

Melissa motions to approve the quarterly report.

Second Motion: Tara

Motion 5:0 Unanimous

Approval to table all other regular board business to the next regularly scheduled board meeting –

Natalie motions to approve tabling all other regular board business to the next regularly scheduled board meeting.

Second Motion: Ashleigh

Motion 5:0 Unanimous

Approval of Tammy Stremcha to be appointed as temporary meeting chair to handle the election process –

Sam motions to approve Tammy Stremcha as temporary meeting chair.

Second Motion: Tara

Motion 5:0 Unanimous

Election of New Board Members –

All LMSS “members” are eligible to vote in this Board election. Four seats need to be filled: **Seat A, Seat B, Seat C, and Seat D.** We will handle one seat at time, taking nominations and voting to fill one seat before we move on to the next. The seats are defined by term and requirements as follows:

Seat A –

Term: Two Year (2017-2019) – Must be a certified teacher employed by LMSS.

Pre-Nominations: Melissa Johnson, Sam Thelemann, and Kate Garfin

All nominees accept nominations

No Floor Nominations

Melissa wins Seat A

Seat B –

Term: Two Year (2017-2019) – Must be a certified teacher employed by LMSS.

Pre-Nominations: Sam Thelemann and Kate Garfin

All nominees accept nominations

No Floor Nominations

Sam wins Seat B

Seat C –

Term: One Year (2017-2018) – Must be a certified teacher employed by LMSS.

Pre-Nominations: Kate Garfin

Kate accepts nomination

No Floor Nominations

Kate wins Seat C

Seat D –

Term: Two Year (2017-2019) – Must be a parent member.

Pre-Nominations: Tara Thompson

Tara accepts nomination

No Floor Nominations

Tara wins Seat D

*Tammy Stremcha introduces guest speaker, Police Chief Doug Stavenau for the Declaration of Oath of Office. *

Declaration of Oath –

To the assembled membership:

“As a member of La Crescent Montessori & STEM School community, will you pledge your support and encouragement in helping these officers and directors about to be installed? If so, please signify by saying, I will.”

(people respond with “I will”)

To the newly elected board:

“Directors, the office to which you have been elected is one of dignity and importance. In accepting this office you undertake a responsibility, which is not to be assumed lightly nor carelessly discharged. You are charged with the duties of seriously and resolutely furthering the mission and objectives of La Crescent Montessori & STEM School. With the By-Laws and policies as your guide, you must be ever ready to exercise the functions of the office with which you are entrusted.

Do you so solemnly swear to abide by and uphold the By-Laws of this organization, to perform your duties to the best of your ability and capacities, without fear or favor, with the aim in view of empowering all children to unfold their potential as whole and unique persons in a world community, to advance the interest of the community to which it is dedicated, and to conduct yourself in a manner befitting a good and true member so as to bring honor and

prestige to the organization, and that you take this pledge without mental reservation or purpose of evasions?"
(directors respond with "I do")

Election of Chief Executive Officer –

Kate nominates Melissa Johnson
Melissa accepts
No other nominations
Melissa Johnson wins by default

Chief Executive Officer Now Takes Over Meeting

Election of Secretary –

Tara nominates Sam Thelemann
Sam accepts
No other nominations
Sam Thelemann wins by default

Election of Vice President –

Sam nominates Kate Garfin
Kate accepts nominations
Kate nominates Natalie Hafner
Natalie accepts nomination
Natalie wins vote

Election of Treasurer –

Melissa nominates Tara Thompson
Tara accepts nominations
No other nominations
Tara wins by default

Discuss next meeting date – February 23, 2017 at 3:30 PM

Adjournment –

Tara motions to adjourn the January 19, 2017 Annual Meeting at 6:36 PM.
Second Motion: Kate
Motion 5:0 Unanimous

Chili and Chocolate is wrong on the school calendar, it should be marked for Thursday, March 23, 2017.