

**OAK HILL MONTESSORI COMMUNITY SCHOOL  
BOARD OF DIRECTORS MEETING – VIRTUAL  
MONDAY, NOVEMBER 22, 2021 – 7:00 P.M.**

**Board Members Present:** Lillyan Hoyos, Juli Rubin, Erin Doan (non-voting, ex-officio), Mary Wilcox, Matt Howell, Jason Eggers, Anne Wussler, Kim Vappie, Chris Kindler

**Board Members Absent:**

**Other Attendees:** Brad Blue, Robin Pikal (The Anton Group (TAG)), Katie Sala

**Meeting called to order by Lillyan Hoyos, Board Chair, at 7:01 pm.**

**AGENDA**

**Public Comment Period:**

No public comments were offered.

**Consent Agenda**

Previous Meeting Minutes (October 18, 2021)

Harassment and Violence Prohibition Policy

Administration of the MN Government Data Practices Act

Data Access for Members of the Public

- Consent Agenda packet was sent to members for review via email.

**JULI MADE A MOTION TO APPROVE DISCUSSION OF THE CONSENT AGENDA EMAILED TO BOARD ON NOVEMBER 19, 2021. AN SECONDED THE MOTION.**

Brad suggested clarifications for future updates.

**MATT MADE A MOTION TO APPROVE THE CONSENT AGENDA WITH THE REPLACEMENT OF THE WORD “PRINCIPAL” WITH “EXECUTIVE DIRECTOR” AND ADD THE DEFINITION OF “SCHOOL DISTRICT” IN THE OHMCS HARASSMENT & VIOLENCE PROHIBITION POLICY. MARY SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:**

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	

Vappie	X	
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**Financial Packet Review – Robin Pikal (TAG)/Matt**

The Anton Group provided financial review of Balance sheet, Income Statements, Fund Level Details, Check Register, Cash Flow for October 2021.

Confirmed that we did received Lease Aide and retrospective payment.

**MATT MADE A MOTION TO APPROVE THE OCTOBER 2021 FINANCIAL PACKET SENT TO THE BOARD ON NOVEMBER 19, 2021. JULI SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:**

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

**Retirement Planning - Matt**

MNDCP (MN Deferred Compensation Plan):

Plan is offered no cost to employers (0.10% fee to participants, capped at \$120 annually). Legacy Plan still needs to be “closed down” (requires Board vote). If kept, there is an administrative fee paid by the School. Matt and Erin will coordinate training for staff.

**MATT MADE A MOTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO CANCEL THE LEGACY 403b PLAN, AND REPLACE WITH THE MN DEFERRED COMPENSATION PLAN, WITH THE UNDERSTANDING THAT TRAINING WILL BE PROVIDED TO THE STAFF BEFORE THE 403b PLAN IS CLOSED. TARGET DATE TO CLOSE THE 403b PLAN IS NO LATER THAN JANUARY 31, 2022. ANN SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:**

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

**Stock Donations to Founders Fund – Matt**

OHMCS received donations of stock/mutual funds (non-public funds) as part of Founder’s Fund campaign that is not captured in the financial update. To reduce financial risk, it is recommended that these stocks/mutual funds be sold, and proceeds be deposited in OHMCS existing Founder’s Fund cash accounts.

**MATT MADE A MOTION FOR THE OHMCS BOARD TO APPROVE THE SALE OF CURRENT DONATIONS OF COMPANY STOCK/MUTUAL FUNDS FROM THE FOUNDER’S FUND CAMPAIGN AND DEPOSITS THE PROCEEDS IN OUR EXISTING CASH ACCOUNTS. KIM SECONDED THE MOTION. THE MOTION PASSED. THE VOTES WERE:**

Board Member	Aye	Nay
Hoyos	X	
Wussler	X	
Rubin	X	
Howell	X	
Eggers	X	
Wilcox	X	
Kindler	X	
Vappie	X	

In addition, it is recommended that the OHMCS adopt a Founder’s Fund investment policy. The policy will be drafted, reviewed by auditors, and voted on at a future meeting.

**Executive Director Updates – Erin**

**COVID Management Efforts - Lillyan**

Discussed recent parent inquiries that were brought forward in addition to the letters from MDE, and MDH and CDC recommendations. Board determined no changes are needed to the current protocols but will outline the indicators/metrics that we will monitor for determining when a reconsideration of our protocols and policies should occur. Board will review any MDE/MDH/CDC recommended updates to the COVID Addendum to the student handbook at the December meeting.

**Chair Updates – Lillyan**

**Board Education – Lillyan**

Minnesota Open Meeting Law, Statute 13D

**Authorizer Comments – Brad Blue**

Commitment from board members is important. Current work is highly stressful, so please take care of yourselves.

**Suggested Agenda Items for Next Board Meeting**

- None

**Adjourn**

**Since there is no outstanding business Lillyan adjourned the meeting 9:09 p.m.**

***The next OHMCS Board Meeting is Monday, December 13, 2021 at 7:00 p.m.***

***Respectfully Submitted by Juli Rubin, OHMCS Board Secretary***