



CENTRAL RIVERS AREA EDUCATION AGENCY

Central Rivers AEA Board of Directors Board Meeting Minutes Wednesday, December 6, 2023

Call Work Session to Order

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Work Session to order at 4:33 p.m. Board members attending Bryan Burton, Dennis Craun, Kathy Enslin via Zoom, Maureen Hanson, Dr. Darshini Jaywardena via Zoom, Nicole Lovik-Blaser via Zoom, Dr. Tony Reid, and Dr. Mary Stevens via Zoom. Also present were Chief Administrator Joel Pedersen and Board Secretary Lori Thomas.

Chief Administrator Update

Chief Administrator Joel Pedersen shared an update of his PD plan with the board.

Adjourn Work Session

Dr. Debra Rich declared the work session adjourned at 5:01 p.m. on a motion by Maureen Hanson, seconded by Bryan Burton.

Retiring Board

Call to Order – Welcome Visitors

Board President Dr. Debra Rich called the Central Rivers AEA Board of Directors Meeting to order at 5:07 p.m. Board members attending Bryan Burton, Dennis Craun, Kathy Enslin via Zoom, Maureen Hanson, Dr. Darshini Jaywardena via Zoom, Nicole Lovik-Blaser via Zoom, Dr. Tony Reid, and Dr. Mary Stevens via Zoom. Also present were Chief Administrator Joel Pedersen, CFO Michael Kalvig, Board Secretary Lori Thomas and Directors Amy Knupp, Jen Sigris, and Beth Strike.

Approval of Agenda

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

Approval of Consent Agenda

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

Retirement and Adjournment

Dr. Debra Rich retired the Board and adjourned the meeting at 5:09 p.m. on a motion by Dr. Tony Reid, seconded by Dennis Craun.

Central Rivers AEA is committed to ensuring equitable, efficient, and effective educational services that prepare all Iowa children for a life well-lived.

Current Board

Call to Order

Chief Administrator Joel Pedersen called the Central Rivers AEA Board of Directors Meeting to order at 5:10 p.m. Board members attending Bryan Burton, Dennis Craun, Kathy Enslin via Zoom, Maureen Hanson, Dr. Darshini Jayawardena via Zoom, Nicole Lovik-Blaser via Zoom, Dr. Tony Reid, Dr. Debra Rich, and Dr. Mary Stevens via Zoom. Also present were CFO Michael Kalvig, Board Secretary Lori Thomas, and Directors Amy Knupp, Jen Sigrist, and Beth Strike.

Approval of Agenda

Bryan Burton made a motion to approve the agenda, seconded by Dr. Debra Rich. Motion carried.

Results of the Board Election – Administer Oath of Office to Newly Elected Board Members

Lori Thomas shared the results of the board election and the following board members were re-elected by the respective districts to serve on the CRAEA Board of Directors for a term of four years:

- Director District 3 - Kathy Enslin
- Director District 4 - Dr. Darshini Jayawardena
- Director District 5 - Dr. Mary Stevens
- Director District 6 - Maureen Hanson
- Director District 9 - Dennis Craun, Jr

Lori Thomas previously administered the Oath of Office to Dennis Craun, Jr, Kathy Enslin, Maureen Hanson, Dr. Darshini Jayawardena, and Dr. Mary Stevens after receipt of all returned ballots.

Election of President - Administer Oath of Office

Chief Administrator Joel Pedersen conducted the election of the board president. Bryan Burton nominated Dr. Debra Rich to serve as president. There were no other nominations. Dennis Craun, Jr made a motion to close nominations and elect Dr. Debra Rich as president, seconded by Bryan Burton. Motion carried with Dr. Debra Rich abstaining. Joel Pedersen administered the Oath of Office to Dr. Debra Rich, who then took the chair as president at 5:15 p.m.

Election of Vice-President – Administer Oath of Office

Board President Dr. Debra Rich conducted the election of the board vice-president. Dr. Tony Reid nominated Maureen Hanson to continue to serve as vice-president. There were no other nominations. Kathy Enslin made a motion to close nominations and elect Maureen Hanson as vice-president, seconded by Dr. Mary Stevens. Motion carried with Maureen Hanson abstaining. Dr. Debra Rich administered the Oath of Office to Maureen Hanson.

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

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Set Board Meeting Dates & Times

Bryan Burton made a motion to set the meeting dates for 2024 as recommended, seconded by Dr. Mary Stevens. Motion carried unanimously.

The board will meet on the following Wednesdays at 5:00 pm, with one exception noted.

- January 3, 2024
- February 7, 2024
- March 6, 2024
- *Monday, April 8, 2024 (Joint board meeting with the three community colleges)
- May 1, 2024
- June 5, 2024
- July 17, 2024
- September 4, 2024
- October 2, 2024
- November 6, 2024
- December 11, 2024

Committee Appointments

Kathy Enslin made a motion to continue with the current committee appointments, seconded by Maureen Hanson. Motion carried unanimously. The committee appointments for 2024 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

Name Depository Banks & Establish Limits

Bryan Burton made a motion to approve Farmers State Bank, with a limit not to exceed \$25,000,000 (twenty-five million) and Lincoln Savings Bank with a limit not to exceed \$15,000,000 (fifteen million) as depository bank, seconded by Dr. Mary Stevens.. Motion carried unanimously.

Establish Legal Counsel

Dr. Tony Reid made a motion to appoint Swisher and Cohrt to continue to serve as Legal Counsel for 2024, seconded by Maureen Hanson. Motion carried unanimously.

Approval to Purchase HVAC Units for Cedar Falls Office

Bryan Burton made a motion to accept the bid from Young Plumbing & Heating (Trane Units) and approve the purchase of three Trane HVAC units to be replaced on the Cedar Falls building at an estimated cost of \$129,250, seconded by Dr. Mary Stevens. Motion carried unanimously.

Approval to Purchase Creative Services Large-Format Printer

Dr. Tony Reid made a motion to approve the purchase of the Canon Colorado M3 Pro from Infomax Office Systems at a cost of \$51,750.00, seconded by Dr. Mary Stevens. Motion carried unanimously.

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Approval of Shared Chief Financial Officer Agreement with Mississippi Bend AEA

Bryan Burton made a motion to approve the shared Chief Financial Officer agreement with Mississippi Bend AEA for January 1, 2024 to June 30, 2024, seconded by Nicole Lovik-Blaser. Motion carried unanimously. The board members expressed their appreciation to Michael Kalvig for his service to the agency and noted that he will be greatly missed.

Reports to/from Board:

Amy Knupp

Amy gave an update to the board on special education training and monitoring. She also reported on the work of the partnership between Special Education and Ed Services.

Beth Strike

Beth thanked Kathy Enslin for co-presenting with her and Renee Nelson from Grant Wood AEA at the AESA Conference. Beth shared the latest student success story video with the board. Board Member Maureen Hanson expressed her appreciation to Beth and her team for the video.

Jen Sigrist

Jen gave an update on the LMS online learning system and shared her excitement on how the service is growing and evolving. Joel Pedersen noted that Jen facilitated a collaboration session with several school districts and thanked Jen for her work.

Joel Pedersen

Joel gave a brief overview of the results of the Hanover Customer Service survey and plans to share the full report with the board soon.

Dr. Mary Stevens and Dr. Darshini Jayawardena

Mary and Darshini both expressed their appreciation for the AESA conference and felt the sessions were timely and helpful. They both enjoyed the learning and networking opportunity.

Dr. Debra Rich

Deb reported that due to a work conflict, she was not able to attend the IAEEA board meeting.

Adjournment

Dr. Debra Rich declared the meeting adjourned at 6:40 p.m. on a motion by Maureen Hanson, seconded by Dennis Craun.

Respectfully Submitted,

Lori A. Thomas

Lori Thomas, Central Rivers AEA Board Secretary

Debra Rich Ed.D. 1/3/24
Dr. Debra Rich, Board President