

MFA Minutes

2/1/08

7667 10th Street North

Oakdale, MN 55128

1. Call to order 5:55pm
2. Roll call Don, Claire, Kim, Dick---Laurel and Jim TF
3. Misc. Attendees: Steve Dess, Janne Eliassen (potential parent), Tom Albricht (ACC 3rd grade teacher)
4. Approval of 2/1/08 Meeting agenda Dick, Claire 2nd. motion passes
5. Approval of minutes Dick abstains (absent from last meeting)
6. Treasurer's Report: Don
 - Platinum Bank: current meeting location, checks, \$, good relationship, etc; Don explained relationship with Platinum Bank to Steve Dess
 - Steve thinks Platinum is a good fit to do the fact that it's a small bank and they see MFA as a good opportunity for them.

OLD BUSINESS

7. Board Membership and Selection process:
 - Laurel shared the changes in board-we haven't identified a selection process for new board members
 - Steve suggests looking for expertise and suggests 6-7 members
 - Claire shared BOD Recruitment plan, Dick suggests Business/development specialist, fundraising experience, Claire/Don will continue to work on plan and send draft to members within the week
8. By Laws revision
 - Jim will send Dick copy with changes—tabled until next week
9. MDE Finance Training (1/23) Report
 - Don reported receiving templates for projections, TRA information, and re-emphasizes board members needing to be aware of and involved in the finances; Dick suggest a more detailed Treasurer's report including an account update-Don will work to prepare a handout for future meetings
 - Steve suggests a cash flow analysis which goes through the year
10. Facilities Update:
 - Laurel briefed guests on facilities process (Woodbury w/ Engstrom, Ag Academy (concern about amount of classroom space), Cottage Grove church for sale/lease (4.4 acres, classroom space, gym, Afton State Park, about \$12/sq. ft, advertising interest in welcoming a charter school)-Steve notes we should continue looking into this possibility
 - Dick motions to center search to Woodbury area and agreed-upon radius in which to continue search-Don seconds; discussion opens- potential parent shares concerns about driving distance and importance of finding a nature-focused school that lives up to its name-if the school is a good fit, then it's worth it;
 - Motion passes to focus search on Woodbury, Afton, CG, area

- Engstrom is now proposing 1 level, 2500sqft classroom space, ADA compliant, sprinklers, ready by fall, leaseable to MFA for about \$18/sqft; BOD will need to explore
- Discussion centered around mission/vision/location issues-there is a need to communicate to Engstrom new ideas
- Contact John Cairnes
- Dick motions to hire John Cairns to represent us to negotiate a lease with Engstrom, Don seconds, motion passes; Dick will call Engstrom to inform him of the BOD's intentions to work with Cairns

NEW BUSINESS

11. Planning Period Checkpoint Standard:
 - Board will need to review checklist before next meeting
12. Temporary hiring of charter school financial consultant:
 - Don will develop RFPs
13. Posting of financial consultant position:
 - Don and Laurel will work on posting
14. Upcoming trainings (MACS/MDE):
 - HR: Laurel and Kim will attend (2/7/08)
15. Committee Reports:
 - Marketing: Jim is working on a brochure
 - Technology: Dick moves that John be the chair of the Technology Committee, Don seconds, motion passes
16. MFA MACS membership and liability insurance
 - Steve suggests BOD obtain another quote and Laurel agrees
17. Next meeting date/location:
 - Tuesday, February 12, 6:30pm; Platinum Bank
18. Meeting adjourned
 - 9:09 pm