

**Arcadia Charter School
Annual Meeting Minutes
August 18, 2020**

Present:

1. Call to order at 6:32 pm.
2. Verify Quorum - All board members are present.
3. Election of Officers
 - a. Chair - Melanie Cashin was nominated and voted in unanimously.
 - b. Vice-Chair - Rachel was nominated and voted in unanimously.
 - c. Secretary - Troy Ros was nominated and voted in unanimously.
 - d. Treasurer - Gary was nominated and voted in unanimously.
4. Consent Agenda The board approves:
 - a. Regular meetings of the Arcadia School Board for the 2020-2021 school year will take place at 6:30pm on the following dates: August 18, September 15, October 20, November 17, December 15, January 19, February 16, March 16, April 20, May 18, June 15. The meetings will be held virtually until the public health situation allows for safe in-person meetings.
 - b. The designation of the August meeting as the approved date of the annual meeting.
 - c. The continuing appointment of Tim Goodwin, Simon Tyler and Ryan Krominga as the board members of the Arcadia Building Company
 - d. The designation of the Northfield News as the official newspaper of the Arcadia School Board.
 - e. Designation of an Identified Official with Authority for Education Identity Access Management The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. The Director recommends the Board authorize Laura Stelter (lstelster@artech.k12.mn.us, EDIAM user ID lstelster) to act as the Identified

Official with Authority (IOwA) and Kim Hansen
(khansen@arcadiacharterschool.org, EDIAM user ID khansen1) act as the IOwA
to add and remove names only for Arcadia Charter School 4091-07.

- f. The designation of Community Resource Bank as the school Depository
 - g. The designation of the following individuals as signers for school banks accounts for the 2020-2021 school year:
 - i. Melanie Cashin as Board Chair
 - ii. Gary Braun as Treasurer
 - iii. Laura Stelter as Executive Director
 - h. Delegation of Authority to Make Electronic Funds Transfers as per the school's EFT policy to:
 - i. Melanie Cashin as Board Chair
 - ii. Gary Braun as Treasurer
 - iii. Laura Stelter as Executive Director
 - iv. BergankKDV as the school's Financial Manager
 - i. Granting of Administrative Authority: Kelly Rimpila and Judith Darling are granted Administrative authority to execute and update all Cash Management Agreements with Community Resource Bank and to further grant authority to certain BergankKDV employees to perform activities necessary to carry out bank account-related functions and electronic transfers
 - j. Authorization of use of facsimile signatures of the Executive Director and Board Members in signing school checks and documents.
 - k. Authorization of the Director and their Designee to perform duties of clerk and treasurer as mandated by M.S. 123B.14
 - l. Authorization of the Director to lease/purchase and contract for goods and services within the board approved budget including but not limited to:
 - i. Professional service contracts and agreements
 - ii. Communication Services
 - iii. Consultation services
5. Motion to approve The Consent Agenda. Rachel 1st, Barb 2nd, approved unanimously.
6. Motion to Adjourn at 6:40 pm. Gary moved to adjourn, Troy 2nd, approved unanimously.