

EAST DAKOTA EDUCATIONAL COOPERATIVE  
Regular Meeting  
December 20, 2017

The regular meeting of East Dakota Educational Cooperative was called to order at 5:02 p.m. on Wednesday, December 20, 2017, at East Dakota Educational Cooperative by President Renee Ullom. Members present were Dennis Husman, Nancy Nelson, Gordon Sweeter and Renee Ullom. Members of administration present were Joan Frevik, Lisa Bjorneberg and Tressie Reski. Also in attendance was Randy Schoenfish.

Motion by Nelson, second by Husman to approve the agenda as presented. Motion carried.

Motion by Husman, second by Sweeter to approve the November 15, 2017 board meeting minutes as published. Motion carried.

President Ullom asked for Conflict of Interest Disclosures. None were presented.

Randy Schoenfish of Schoenfish and Co. presented the FY 17 Audit.

Motion by Husman, second by Nelson to approve the items in the consent agenda. Motion carried.

The consent agenda addressed the following items: Nov payroll report: \$164,354 Salaries expense; \$11,531 FICA/Medicare expense; and \$25,115 Benefits Expense, for a total payroll of \$200,999.

Additions to Pay: Tricia Dick-1 hour overtime pay at a rate of \$30.02 per hour.

December disbursements of \$22,471.36 in general funds and \$6147.10 in food service for a total of \$28,618.46, as presented:

Bank of Montreal MasterCard, ACCOUNTS PAYABLE (\$142.97); ADVANCE PAYMENT ACCOUNT, ADVANCE PAYMENTS (\$0.17); ANDERSON PUBLICATIONS, COMMUNICATIONS \$287.06; ARGUS LEADER MEDIA , COMMUNICATIONS \$41.32; AMAZON, COMPUTER EQUIPMENT (NON-CAP) \$104.99; CHILD NUTRITION SERVICES, COST OF SALES-PURCHASED FOOD \$6,147.10; Vanco Payment Solutions, DUES AND FEES \$14.08; AMERICAN PAYROLL ASSOCIATION, DUES AND FEES \$100.00; SIOUX FALLS AREA CHAMBER, DUES AND FEES \$80.00; HOUGHTON MIFFLIN HARCOURT, Instructional Software \$2,400.00; ADVANCE PAYMENT ACCOUNT, Lunch/Breakfast Program Expense \$56.50; SANFORD HEALTH PLAN, MEDICAL/DENTAL/LIFE INS \$14.00; BP, Motor Fuel \$187.26; ADVANCE PAYMENT ACCOUNT, Non-Technology Supplies \$134.07; AMAZON, Non-technology Supplies \$73.15; BOSS' PIZZA & CHICKEN, Non-Technology Supplies \$180.00; BP, Non-Technology Supplies \$36.11; CENTURY BUSINESS PRODUCTS, Non-Technology Supplies \$60.00; ESTR PUBLICATIONS, Non-Technology Supplies \$46.00; Fernson Brewing Company, Non-Technology Supplies \$45.00; FLOWER MILL, Non-Technology Supplies \$53.00; GRAPEVINES FLOWER GARDEN, Non-Technology Supplies \$69.21; JAYMAR BUSINESS FORMS INC, Non-Technology Supplies \$40.40; JCL SOLUTIONS - JANITORS CLOSET, Non-Technology Supplies \$150.88; JOSTENS, Non-Technology Supplies \$66.16; MAXWELL FOOD EQUIPMENT INC, Non-Technology Supplies \$64.39; MENARD'S-WEST, Non-Technology Supplies \$105.99; MIDSTATES QUALITY IMPRINTED, Non-Technology Supplies \$1,335.58; OFFICE DEPOT, Non-Technology Supplies, \$379.14; PEARSON EDUCATION, Non-Technology Supplies \$274.72; SD Secretary of State, Non-Technology Supplies \$20.00; SISSON PRINTING, INC, Non-Technology Supplies \$357.50; Stensland Farms, Non-Technology Supplies \$144.00; SUNSHINE FOODS #1, Non-Technology Supplies \$72.01; Walgreens, Non-Technology Supplies \$10.63; WALMART COMMUNITY, Non-Technology Supplies \$149.72; CAMPBELL SUPPLY, OTHER NON-CONSUMABLE SUPPLIES \$29.78; MENARD'S-WEST, OTHER NON-CONSUMABLE SUPPLIES \$50.94; SCHOOL SPECIALTY, OTHER NON-CONSUMABLE SUPPLIES \$39.19; TEACHERS PAY TEACHERS, OTHER NON-CONSUMABLE SUPPLIES \$76.00; DAVENPORT, EVANS, HURWITZ, Other Purchased Services \$120.00; PICASSO, RICHARD, Other Purchased Services \$700.00; BUREAU OF ADMINISTRATION, PHONE \$42.53; CENTURYLINK, PHONE \$167.30; VERIZON WIRELESS, PHONE \$193.32; QUALIFIED PRESORT SERVICES, POSTAGE \$128.38;

MIDAMERICAN ENERGY, PUBLIC UTILITY SERVICE \$507.86; NOVAK SANITARY SERVICE, PUBLIC UTILITY SERVICE \$314.60; SIOUX FALLS UTILITIES, PUBLIC UTILITY SERVICE \$106.51; XCEL ENERGY, PUBLIC UTILITY SERVICE \$921.34; ADVANCE PAYMENT ACCOUNT, REGISTRATION FEES \$110.00; LENNOX SCHOOL DISTRICT, REGISTRATION FEES \$705.00; EAST DAKOTA FOUNDATION, RENTALS \$4,650.00; CENTURY BUSINESS PRODUCTS, REPAIRS & MAINTENANCE SERVICES \$1,379.55; WILLIE'S AUTO REPAIR, INC, REPAIRS & MAINTENANCE SERVICES \$33.87; ADVANCE PAYMENT ACCOUNT, Technology Supplies \$675.00; AMAZON, Technology Supplies \$130.11; MAC DOCTORS, Technology Supplies \$69.99; OUTKA, JANEEN, Technology Supplies \$74.93; DEBOER, VIRGINIA, TRAVEL \$3.23; EXPEDIA, Travel \$325.60; GERRY, BRANDI, TRAVEL \$40.32; JACKSON, KRISTY, TRAVEL \$130.20; JENSEN, TERRI, TRAVEL \$95.13; LENNOX SCHOOL DISTRICT, TRAVEL \$351.00; MORK, DIANNE, TRAVEL \$112.56; MUTSCHELKNAUS, AMY, TRAVEL \$54.18; MY PLACE - FT PIERRE, TRAVEL \$114.00; OUTKA, JANEEN, TRAVEL \$350.28; RALSTON, ANNLEE, TRAVEL \$167.58; REISCH, KARIN, TRAVEL \$309.92; RESKI, TRESSIE, TRAVEL \$47.00; TYLER, DIANNA, Travel \$555.28; UHRICH, MARK, Travel \$45.36; Bank of Montreal MasterCard, TRAVEL \$93.03; COMFORT INN & SUITES, TRAVEL \$55.00; DEVRIES, TAYLOR, TRAVEL \$45.78; DICK, TRICIA, TRAVEL \$285.64; GERRY, BRANDI, TRAVEL \$104.60; MY PLACE - FT PIERRE, TRAVEL \$114.00; OUTKA, JANEEN, TRAVEL \$479.72; SHERATON ATLANTA HOTEL, TRAVEL \$356.02.

CASH REPORT			
FOR MONTH ENDING: November 30, 2017			
	GENERAL	FOOD SVC	TOTAL
<b>BEGINNING BALANCE</b>	2,724,087.44	4,296.42	2,728,383.86
<b>TOTAL RECEIPTS</b>	96,209.75	1,089.50	97,299.25
<b>TOTAL DISBURSEMENTS</b>	(225,021.17)	(15.06)	(225,036.23)
<b>ENDING BALANCE</b>	2,595,276.02	5,370.86	2,600,646.88

Motion by Sweeter, second by Nelson to approve the agreement authorizations as presented. Motion carried. Revenue Agreements: SD DOE to facilitate and support implementation of the State Systematic Improvement Plan \$35,924; Selby School District for data analysis \$900; Clark School District for data analysis \$900; SD DOE to support career development \$23,760.

The Second Reading of AH-Disclosure and Authorization of Contractual Conflicts was held. Motion by Husman, second by Nelson. Motion carried.

Motion by Sweeter, second by Husman to adjourn the meeting at 5:20 p.m. Motion carried.

Approved this 17th day of January, 2018.

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Board President

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Business Manager

Published once at the total approximate cost of\_\_\_\_\_.