

TIES
Technology and Information Educational Services
Executive Committee Meeting

March 15, 2017

Pursuant to due call and notice thereof, the regular monthly meeting of the Executive Committee of TIES, Technology and Information Educational Services, began at 7:31 a.m. on Wednesday, March 15, 2017, in the TIES Conference Center Lexington Room, 1640 Larpenteur Avenue West, Falcon Heights, Minnesota. The meeting was called to order by Mr. Dan Luth; Executive Committee Chair. Other members present included: Mr. Mike Bash (arrived at 7:34 a.m.); Mr. Jim Burgett; Dr. Deb Henton; Mr. David Law (arrived 7:44 a.m.); Mr. Jim Skelly; Dr. Scott Thielman (left at 9:12 a.m.); Mr. Steve Buettner, Coordinator Rep; and Dr. Mark Wolak, Executive Director. Also present were TIES Staff Members Shana Finnegan, Chief Operating Officer; Georgia Kedrowski, Chief Experience Officer; Corey Tramm, Chief Technology Officer.; and Gregg Dahlgren, consultant. Absent: Ms. Denise Pontrelli and Dr. John Schultz.

Mr. Jim Skelly moved, seconded by Dr. Deb Henton, approval of the agenda. The motion carried unanimously.

Dr. Deb Henton moved, seconded by Mr. Jim Burgett, approval of the consent agenda. The motion carried unanimously.

The consent agenda items approval included: the minutes of the February 15, 2017 regular monthly meeting and the Treasurer's List of Disbursements for the period ending February, 2017, categorized as follows:

Claim payments for February, 2017		
Check:	(none)	\$ -
	207669-207814	2,696,867.17
E-payments:	80006451-80006523	83,146.38
Wire Transfers:	90000292-90000299	93,713.51
Totaling:		\$ 2,828,727.06
Payroll for February, 2017		
Direct Deposit:	44833-45051	
Totaling:		\$ 472,857.22
Receipts for February, 2017		
Receipt:	11786-11816	
Totaling:		\$ 5,485,518.40

The following resignations: Kris Kratz, 1.0 FTE Controller, effective March 10, 2017; Sean O'Donnell, 1.0 FTE Developer, effective February 24, 2017; and Stephen Walker, 1.0 FTE Quality Assurance, effective March 15, 2017.

Agenda Item 6.0: Coordinator Report: Mr. Steve Buettner reported on the March TIES Coordinator meeting. There was an update given by Kevin McHenry from the Minnesota Department of Education. The district profile was done by Edina. Dr. Mark Wolak discussed TIES Governance work and details about the new ownership program.

Minutes – March 15, 2017

Agenda Item 7.0: Resolution Authorizing TIES to Enter into a Line of Credit Agreement with Financial Institution: Mr. Gregg Dahlgren presented the following resolution authorizing a line of credit from Venture Bank.

RESOLUTION AUTHORIZING TIES TO ENTER INTO A LINE OF CREDIT AGREEMENT WITH A FINANCIAL INSTITUTION

WHEREAS, upon review of financial projections, the Governing Board has determined that Technology and Information Educational Services ("TIES") may face cash flow problems in 2016-2017;

WHEREAS, TIES staff has entered into negotiations and has reached an agreement in the amount of up to \$6 million subject to Governing Board approval and Bank acceptance, with Venture Bank, Golden Valley, Minnesota (the "Bank"); and

WHEREAS, the Governing Board desires to enter into such an agreement with the Bank, as authorized by Minn. Stat. § 123B.12(b), as amended;

NOW THEREFORE, BE IT RESOLVED by the Governing Board of Technology and Information Educational Services, State of Minnesota, as follows:

1. Upon the effective date of this resolution, the TIES hereby agrees to establish a revolving line of credit (the "Line") with the Bank whereby the Bank will advance funds to TIES to resolve cash flow problems.
2. The amount advanced at any time under the Line will adhere to MN State Statutes governing TIES.
3. Each advance under the Line will be repaid no later than forty-five (45) days after the day of advancement, but in no event later than June 30, 2017, with taxable interest on the outstanding principal amount at a rate of 3.75 % per annum.
4. The Chief Executive Officer or his or her designated agent is directed to prepare or execute such documents as may be necessary to comply with the above paragraphs or any other requirements for this Agreement.
5. The amounts advanced under the Line are not designated as "Qualified Tax-Exempt Obligations" for the purposes of Section 265 of the Internal Revenue Code of 1986, as amended.
6. This resolution shall be effective upon receipt by the Chief Executive Officer on behalf of the Governing Board of written acceptance of its terms by an authorized official of the Bank, and thereafter shall constitute the terms of the Line of Credit Agreement.

Mr. Mike Bash moved, seconded by Dr. Deb Henton, approval of resolution authorizing TIES to enter into a line of credit agreement. The motion carried unanimously.

Agenda Item 8.0: Chief Operating Officer Report: Operations & Planning: Ms. Shana Finnegan reported on individual meetings that are taking place with each owner district on the new pricing and the value of TIES. Will seek support from Executive Committee members to articulate with districts what is the value proposition of TIES and how TIES provides business continuity insurance across the organization (school district). When someone leaves a district, for example a business manager, TIES can help transition in a new person because TIES has the history. It was suggested that talking points be given to Executive Committee members.

Agenda Item 9.0: eFinance PLUS (Finance/HR/Payroll System) Implementation Update: Georgia Kedrowski presented the process used when eFinancePLUS is implemented in a district which includes: the initial kick-off meeting, implementation timeline and waves, implementation team, district roles, training and support approach, and the homework that needs to be done by the project manager, fund accounting, and human resources/payroll in preparation of implementation.

10. Discussion: Process for Review of Governance: Dr. Mark Wolak discussed the process for reviewing TIES Governance which will include review and improving the current Bylaws, updating the original Joint Powers Agreement, and possibly developing new legislation. This discussion will continue at each upcoming Ad Hoc Team meeting.

11. Executive Director Report: Dr. Mark Wolak reported that he received a legal opinion on a conflict of interest policy and closed sessions as it relates to the Executive Committee. Dr. Wolak will bring to Ad Hoc Team for policy consideration.

Mr. Mike Bash moved, seconded by Mr. Jim Burgett, adjournment of the meeting at 9:15 a.m. The motion carried unanimously.

Respectfully Submitted,
Dr. Deb Henton, Clerk