

# Southwest Colorado Education Collaborative

## Board Meeting Minutes

January 4, 2023

10:00 a.m.

### Board Members

*Present:* Kim White, Leon Hanhardt, Karen Cheser, Troy Dyer, Jenni Trujillo, Dr. Kevin Aten, LaTitia Taylor (joined at 10:45am)

*Absent:* Gisele Pansze, Nick Olson

*Quorum present?* Yes

### Others Present

Jess Morrison, SW Colorado Education Collaborative

Sara Butler, Empower Schools

Claire Albert, Empower Schools

Samantha Johns, SW Colorado Education Collaborative Executive Administrator

Matthew Huntley, Fredrick Zink & Associates

Michelle Sainio, Fredrick Zink & Associates

### Proceedings

#### I. Call to order

Dr. Cheser calls the meeting to order at 10:02 . Quorum established at 10:02.

#### II. Welcome, introduction, and review of agenda

Dr. Cheser reviews the agenda for the morning and introduces Samantha Johns

#### III. Approval of consent agenda: October Board Meeting minutes, Fort Lewis College and SWCEC MOU, additional bank account

Leon Harnhardt makes a motion to approve the consent agenda. Kevin Aten seconds. 6-0 vote and the consent agenda items are approved.

An additional motion is requested to specify that the bank account will be with Alpine Bank and access will be granted to Karen Cheser, Kim White, and Jess Morrison. Dr. Kevin Aten makes a motion to approve the additional bank account with access to Karen Cheser, Kim White, and Jess Morrison. Troy Dyer seconded the motion to approve, and the motion passes 6-0 that the additional bank account with access granted to Karen Cheser, Kim White, and Jess Morrison

#### **IV. Discussion and possible action on Board Commitments and Conflict of Interest policies**

Board members are notified that the Conflict of Interest policy will be sent to their emails for their signature.

Jess Morrison outlines the roles and responsibilities of board members as written in the SWCEC Board Commitments. Dr. Karen Cheser confirms that the Board Commitments is an agreement and a set of shared commitments, rather than a punitive document.

Dr. Jenni Trujillo requests that the board members term commitment be added to the commitments document.

#### **V. Board Subcommittee Breakouts**

Subcommittee groups breakout and discuss goals for Spring 2023 and a meeting schedule to align on these goals.

#### **VI. Discussion and possible action on FY 2022 Audit with Fredrick Zink & Associates**

Michelle Saino provides a summary of the FY2022 Audit including the audit process and auditor responsibilities, and a summary of the SWCECs financial position, statement of activities and expenses, and review of the required notes. The SWCEC expenses are 74% related directly to programming, 24% managerial, and 2% related to fundraising - these proportions are generally expected for non profit organizations.

LaTitia Taylor made a motion to approve the audit and Leon Harnhardt seconded the motion. 7-0 vote and the audit is approved.

#### **VII. Discussion and possible action on SWCEC financial statements**

Jess Morrison provides an overview of the financial memo and documents provided in the Board pre-read.

#### **VIII. SWCEC Updates by Executive Director Jessica Morrison**

##### ***RISE grant wrap up***

SWCEC won the largest RISE grant in the state of Colorado, over \$3.6 million dollars. The SWCEC spent all but \$24,000 dollars of the grant before the grant term ended on November 30, 2022.

##### ***Building Our Shared Future Updates***

Jess reviews the attendance of the Building Our Shared Future series and previews the January 20th in Montezuma Cortez and March 3rd event at Fort Lewis College. The January 20th event will have an intentional focus on underrepresented students.

### ***SOIL Lab and Equipment Update and MOU***

Jess and Karen provide an update of the SOIL Lab in Durango and state its intention to become a national model.

Jess describes an MOU between the SWCEC and the SOIL Lab Partnership that will be forthcoming.

Dr. Kevin Aten adds that the La Plata Family Coalition is doing a very similar project to the SOIL Lab.

### ***SWCEC Hiring update***

Jess provides an updated organizational chart outlining the role of the Deputy Director, Executive Financial Administrator, three Career and College Coordinators with specific focus areas, the Program Operations Manager, the Middle School Coordinator, and the Sector Partnership Convenor. Two of the Career and College Coordinator positions, and the Programs Operation Manager are currently open, as is the Sector Partnership Convenor which will open in February. The Sector Partnership Convenor will focus specifically on industry connections within the region, and will run the WBL database.

Karen Cheser shares how the sector partnership convenor position will be crucial in making the Collaborative a “one stop shop” for districts.

LaTitia Taylor - the Southern Ute tribe has student internships and databases available.

### ***HB 1350 Update***

Jess describes the HB1350 grant opportunity and the SWCEC submission plans.

### ***Pathway Updates***

Jess provides updates on the Building Trades, Environmental, Education, and Health Sciences pathway and previews Spring 2023 offerings.

Regional updates include that the SWCEC will present at the CACTE Mid-Winter Conference.

### ***Scheduling April Board meeting***

The next board meeting will be in the first week of April, specific date and location TBD.

## **IX. Meeting adjournment**

Motion to adjourn meeting made by Dr. Kevin Aten .Seconded by LaTitia Taylor. Motion passes 5-0. Meeting adjourned at 12:04pm.