

PACT for Families Collaborative
Putting All Communities Together in the Counties of Kandiyohi, McLeod, Meeker, Renville and Yellow Medicine

Executive Board Meeting Minutes
Multi-Purpose Room ~ Kandiyohi County Health and Human Services Building
Wednesday, March 8, 2023

2023 Executive Board Members	Title	Status
MaryJo DeCathelineau (2023 Chair)	Corrections Representative; Kandiyohi County Community Corrections	Absent
Wendell Veurink	Mental Health Representative; Greater MN Family Services	Present In-Person
Diane Winter	Public Health Representative; Director, Meeker County Public Health	Present In-Person
Rae Ann Keeler-Aus	Social Services Representative; Director, Yellow Medicine Co. Family Svcs	Present In-Person
Carrie Peterson	Parent Representative; Kandiyohi County Resident	Present In-Person
Lori Anderson (2023 Vice Chair)	Parent Representative; Renville & Kandiyohi County Resident	Absent
Kodi Goracke	School Representative; Administrator, ACGC Public School	Present In-Person
Heather Jesseritz	At-Large Representative; Community Services Director, United Community Action Partnership	Present In-Person
Leah Lundgren	At-Large Representative; McLeod County Family Services	Present In-Person

Other Attendees	Title	Status
Sarah Vonderharr	Executive Director, PACT for Families Collaborative	Present In-Person
Sandy Hruby	Social Services and Program Supervisor, PACT for Families Collaborative	Present In-Person
Daryl Luthens	McLeod County Commissioner	Present In-Person
Char Erickson	Wraparound Coordinator., PACT for Families Collaborative	Present In-Person
Jolene Lambert	Finance & Benefits Coord., PACT for Families Collaborative (Mtg Recorder)	Present In-Person

Meeting called to order by Acting Chair, Wendell Veurink, at 9:01 a.m.

1. Approval of Proposed Agenda

Lundgren moved to approve today's proposed agenda as presented. Winter second. Motion unanimously carried by members present (7-0).

2. Approval of Meeting Minutes

Keeler-Aus moved to approve the February 7, 2023; Meeting Minutes as presented. Winter second. Motion unanimously carried by members present (7-0).

3. Fiscal

A. Month End Financial Reports

i. Balance Sheet & Income Statement Presentation

The month-ending February 2023 balance sheet and itemized revenue/expense statement was presented for review, discussion, and approval. February 2023 noted a fund balance of 2,412,786.13 with monthly interest earned at \$1,328.25 on checking. Total revenue for the month was \$432,931.86 with expenditures totaling \$199,245.11.

ii. Discretionary Fund Update

There was one approved and paid proposal in February to NLS Schools, making total year-to-date Discretionary Grant disbursements \$5,000. As of March 7th, there is an approved/pending payment proposal to ACGC Schools for \$5,000 which will be reflected on next month's report. Discretionary Fund has a \$100,000 budget allocation.

iii. Investment Holdings Report

Currently PACT has \$1,522,000 principal investment through Frandsen Bank, securities offered through LPL Financial and \$395,000 invested with MAGIC administered by PFM Asset Management LLC. Current statements from each managing fund were distributed that outlined the investment fund, interest rate, maturity date, purchase price, and estimated value (interest earned) at maturity. Investment interest paid to PACT in February was \$6,711.

Jesseritz moved to approve the financial reports ending February 2023. Peterson second. Motion unanimously carried by members present (7-0).

B. Approval of February 2023 Payables Totaling \$116,824.01

After review and discussion of payables totaling \$116,824.01 for February 2023; Lundgren moved, Goracke second to approve bills as presented. Motion unanimously carried by members present (7-0).

4. Other Business

A. Discretionary Grant Review/Approval

An application for “Talking is Teaching Family Toolkits and Milestone Boxes” was applied for by Willmar Public Schools on behalf of the West Central Talking is Teaching Regional Team which serves all five counties. The original proposal went before the Early Childhood Committee in the amount of \$41,930; The Early Childhood Committee recommendation to the Executive Board is to fund at \$18,172. This application, upon request will be re-evaluated for need at six months for potential additional funding. There was discussion on getting our area community education and ECFE units involved for sustainability. Jesseritz moved to approve “Talking is Teaching Family Toolkits and Milestone Boxes” proposal for \$18,172 as recommended by the Early Childhood Committee. Peterson second. Motion unanimously carried by members present (7-0). It was noted that Nancy Hafner, Project Facilitator for *Talking is Teaching* will be presenting at our Full Collaborative Meeting.

In addition, it was requested that tracking of the number of kids served, how it is going and can it be expanded be tracked and reported on prior to fiscal year end for this grant and others approved through the Discretionary Fund process and reported back to this Board. Director Vonderharr noted that she will follow-up to assure we have this information.

Keeler-Aus moved to adjourn at 9:22 a.m. Jesseritz second. Motion unanimously carried by members present (7-0).

Respectfully Submitted, Jolene Lambert, Recorder

***The next scheduled meeting of the PACT for Families Executive Board is on Tuesday, April 4, 2023; 11:30 a.m.
in Room 2075 of the Kandiyohi Co. Health & Human Services Building.***

Note: At the February 7, 2023, decision was made that the March 7th meeting of this Board was to be rescheduled to Wednesday, March 8th prior to the CEO, Orientation and Annual Meetings. This condensed meeting will be to review and approve monthly financial related activity. The meeting schedule for Wednesday March 8th is, 9:00 a.m. Executive Board (condensed to finance discussion); 9:30 a.m. Orientation for newly elected or appointed Board members; 10:00 a.m. Chief Elected Officials Meeting; and 11:30 a.m. Annual Meeting.