



# Creekstone Montessori School (CMS) Board of Directors

## Regular Meeting Minutes

Monday, October 17, 2022, 6:00pm-8:00pm (CDT)

Hybrid Style Meeting  
In-Person Joining Info

**Creekstone Montessori School**  
**5225 US Hwy 61 Suite 3, Cottage #4**  
**Red Wing, MN 55066**

Virtual Google Meet Joining Info

Video call link: <https://meet.google.com/yyg-gajs-jgp>

Or dial: **(US) +1 484-469-7020 PIN: 837 372 520#**

---

Item No.	Item, Conveyor(s), Description
----------	--------------------------------

---

**I. Call to Order** *Elissa Behnke, Chair*

- Welcome: 6:08pm (unable to record this evening)
- Establish Quorum: Elissa B, Dave C, Ron W, Sheena T, Perry S, Nancy Dana, Dave Peterson, Kelsie Kuyath
  - Beth B joined at 6:13
  - Ted Le France (new)
- Pledge of Allegiance
- Mission Statement
- Approval of Meeting Agenda - Perry moves; Ron 2nds; motion passes 4-0 (Beth abstains because she just joined the meeting)
  - Amendment: Under securing a line of credit, add a document entitled Corporate Borrowing Resolution

---

**II. Public Comments**

Open - none

---

**III. Consent Agenda** *Elissa Behnke, Chair*

**Consent Agenda:**

CMS 09.19.22 Regular Meeting Minutes

CMS Covid Protocol for 2022-2023

Motion to approve by Ron; 2nd by Perry; motion passes 5-0

---

**IV. Board Policy Review and Adoption** *Beth Borgen, Director*

**1st Reading:**

503 - Student Attendance

---

---

**2nd Reading and Adoption:**

516 - Student Medication - Motion by Beth; 2nd by Ron; Motion passes 5-0

518 - DNR-DNI Orders - Motion by Beth; 2nd by Ron; Motion passes 5-0

530 - Immunization Requirements - Motion by Beth; 2nd by Ron; Motion passes 5-0

---

**V. Business of the Board**

**Governance** *Perry Sekus, Director; Elissa Behnke, Chair*

**Filling Board Vacancy:**

*Motion to accept the nomination and officially seat Ted LaFrance in the position of Creekstone Montessori School's Board Treasurer.*

- *Ron motions; Perry 2nds; Motion passes 5-0*

**Interim Executive Director Contract Extension**

*Motion to approve the Renewed Independent Contractor Agreement between CMS and David Conrad.*

- *Sheena moves; Perry 2nds; Motion passes 5-0; Ted abstains due to not knowing all the information yet*

**Finance** *David Conrad, Interim Executive Director*

**Finance Update**

*Motion to secure a line of credit with Merchant's Bank in the amount of \$100,000 for the purpose of continuing school operations as we wait for federal funds.*

- *We do not know their interest rate and fee yet*
- *Perry moves; Beth 2nds; motion passes 6-0*

*Motion to approve Corporate Borrowing Resolution from Propel*

- *6.5% interest rate and a 1% loan fee of \$1000*
- *Perry moves; Beth 2nds; motion passes 6-0*

**Interim Executive Director Report & Updates** *David Conrad, Interim Executive Director*

**Report and Updates**

**Enrollment Update**

---

**VI. Board Committees** *Board*

Establish committees and standing meeting schedules  
-Finance, Governance, Development

---

**VII. Other Business** *Elissa Behnke, Chair*

Updates  
Discussion

---

---

**VIII. Authorizer MOChA**

Updates  
Comments

---

**IX. Adjournment Board; Sheena Tisland, Secretary**

Recap Action Items

Motion to adjourn made by Perry; 2nd by Ted

---