



**MMEP Board of Directors
December 11, 2008
1:00 – 3:00 PM
Dunwoody Institute
Minneapolis, MN**

MINUTES

Members present: Bruce Corrie, Concordia University; Raul Ramos, MNSCU; Dolores Fridge, Medtronic; Nadine Haley, Metropolitan State University; Shaun Manning, Dunwoody; Lydia Lee, MPS; Anthony Galloway, WMEP; Tyrize Cox, Robbinsdale Area Schools; Rusty Barceló, U of MN; Stephanie Crosby, Robbinsdale Area Schools; Avelino Mills-Novoa, St. Cloud State University; Elona Street-Stewart, SPPS; Karen Woodward, Community; Bob Poch, U of M; Mike Lopez, MNSCU; Danielle Grant, MPS; Stanley Brown, Hopkins Public Schools; Vanessa Abanu, U of M; Leann Enninga, Community; Marcia Moore, NWSISD; Tex Ostvig, U of M; Bruce Schelske, U of M; and Stacie Stanley (proxy for Carl Wahlstrom)

Guests: Korey Garibaldi, guest of Rusty Barceló, U of M; Roz Allyson and Taylor Kohl of MUCR Auditors

Staff: Jennifer Godinez, Mona Miller Harris, Shawn Lewis, and Caren Custer

1. **Welcome and Introductions**

Elona Street-Stewart, Chair
Robert Doty, Dunwoody

The meeting was called to order at 1:07 p.m. Robert Doty was unable to join the group as planned, however, Shaun Manning, director of admissions, Dunwoody College of Technology and new MMEP Board member, welcomed the group. Shaun related a brief history of how Dunwoody College of Technology grew out of an endowment from William Dunwoody and his wife, to establish a vocational school, free-of-charge, and open to all regardless of race, creed or color.

2. **Expression of our Values**

Dolores Fridge

Dolores shared a passage from *Lifting as we Climb* that related the story of the writer having witnessed a young man kissing his high school ring. Dolores commented that thanks to MMEP many students will have the opportunity to kiss graduation rings.

3. **Approval of Agenda**

Elona

There being no objections to the proposed agenda the meeting progressed.

4. **2007-08 Audit**

Mahoney Ulbrich Christiansen & Russ, P.A.

- Motion: To accept the 2007-2008 Auditor's Report and Management Letter and authorize audited figures to be used for filing of IRS 990 Report and Related Documents.

According to Roz Allyson, MUCR auditing firm, MMEP has once again received an unqualified opinion, the highest ranking possible.

M/S/P

Danielle Grant/Lydia Lee

5. **Board Orientation**

To receive brief organizational and Board information

6. **Board Elections**

Elona Street-Stewart

- To elect Board officers

Proposed slate: **Chair Stephanie Crosby**, Robbinsdale Area Schools; **Vice Chair Vanessa Abanu**, University of Minnesota CEHD; **Treasurer Lydia Lee**, Minneapolis Public Schools; and **Secretary Anthony Galloway**, West Metro Education Program. Elona invited nominees to share a few words. Stephanie expressed that she is looking forward to the work, and following in the succession of Elona Street-Stewart, who herself succeed Jackie Fraedrich, a long-time mentor of Stephanie's. Stephanie went on to say that her duties at Robbinsdale might supersede meeting attendance from time-to-time, but that she is confident in the leadership that Vanessa will provide. Vanessa shared that she is happy to serve and that her ability to keep track of multiple projects and large amounts of information will assist her in her duties as vice chair. Lydia will be glad to resuscitate her math teacher skills in her role as Treasurer. Anthony is confident that his skills are well-suited to the future work of MMEP.

M/S/P

Bruce Corrie/Raul Ramos

At Stephanie's invitation Elona continued to Chair the meeting.



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7. **Approval of Minutes** Board Chair
- Motion to approve September 18 Minutes

The motion to approve the minutes with the changes for Avelino Mills-Novoa: from MNSCU to St. Cloud State University, and Anthony Galloway: from WEMEP to WMEP. A motion was made to approve the minutes with the understanding that minutes would be changed according to above.

M/S/P

Shaun Manning/Dolores Fridge

8. **Board Calendar** Board Chair
- To adopt Board Calendar for 2008-09

M/S/P

Karen Woodward/Stephanie Crosby

9. **Executive Committee (Action Requested)** Board Chair
- Approval** of Oral Executive Committee Report
- 07-08 Audit
 - Staff Expense Authorization Levels
 - Staff Check Signing Authority
 - Staff Salary Adjustments

Recent changes to IRS tax code have resulted in changes to annual 990 filings for nonprofits. Due to the size of MMEP our organization will not be required to conform to new standards until 2010; however, it is the expressed wish of the Executive and Finance committee that we move to adopt new standards by June 30, 2009. This will require reviewing appropriate policies to ensure compatibility. Rather than approve these items as a whole, the Board took separate action on each.

Motion to accept audit was undertaken in item 4.

Motion to accept newly revised staff expense authorization levels and check signing authority, with the understanding that language discussed in Executive session will be used.

M/S/P

Avelino Mills-Novoa/Karen Woodward

Motion to approve staff salary adjustments

M/S/P

Rusty Barceló/Anthony Galloway

10. **Finance Report (Action Requested)** Board Treasurer
- Motion to receive December report

M/S/P

Mike Lopez/Shaun Manning

11. **Executive Director's Report (Action Requested)** Carlos Mariani Rosa
- Motion to accept the report of the Executive Director

Jennifer shared highlights of Executive Director report, specifically the Covenant and new staff added.

M/S/P

Dolores Fridge/Karen Woodward

12. **State of Students of Color/American Indian Students Conference Report** Mona Miller Harris
- To receive verbal update of the Conference and Report

Mona shared that a financial report for the Conference will follow as some charges have yet to be billed. She shared that survey responses were positive. Mona thanked MMEP Board members who served on the Conference Committee, especially Tex Ostvig for his help throughout the day of the Conference and for arranging for discounted venue. Tex shared that Rusty Barceló and the Office for Equity and Diversity share in that recognition.



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Motion was made to accept oral report of Conference

M/S/P

Lydia Lee/Nadine Haley

13. **Minnesota Covenant for Education Equity with Excellence (MCEEE)** Jennifer Godinez

- Motion to adopt MCEEE
- Motion to authorize MCEEE Advisory Committee

Jennifer introduced Shawn Lewis and Mona referenced Shawn's MMEP roots as his sister is Darcel Lewis. Shawn shared that he is looking forward to doing the work that follows the Conference, and as such he is interested in recruiting Board member to be on the MCEEE Advisory Committee.

Motion to adopt the MCEE Board Resolution

M/S/P

Stephanie Crosby/Raul Ramos

Motion to authorize MCEE Advisory Committee

M/S/P

Raul Ramos/Karen Woodward

Raul Ramos, Marcia Moore, Leann Enninga, Danielle Grant, and Stephanie Crosby volunteered for MCEEE Advisory Committee.

14. **Program Director's Report** Mona Miller Harris
- Motion to accept the report of the Program Director

M/S/P

Bruce Schelske/Dolores Fridge

15. **MCAN Report** Jennifer Godinez
- Motion to receive the report of the MCAN Director
 - Motion to Adjust 08-09 Work Plan to not Spin-Off MCAN this Year.

Mike Lopez brought attention to paragraph regarding MNSCU flat rate tuition that needed to be clarified. The Board made motion to accept report with discussed modifications.

M/S/P

Mike Lopez/Danielle Grant

Motion to approve decision to not separate MMEP and MCAN at this time.

M/S/P

Avelino Mills-Novoa/Stephanie Crosby

16. **New and/or Other Business** All

Mona thanked Elona Street-Stewart, Karen Woodward, and Tex Ostvig for their prior service and Stephanie for her service as secretary and now as Chair.

17. **Adjournment** Board Chair

M/S

Anthony Galloway/Rusty Barceló

There being no additional business the meeting adjourned at 3:05 p.m.