

BERRIEN REGIONAL EDUCATION SERVICE AGENCY  
BOARD OF EDUCATION  
MINUTES OF ORGANIZATIONAL MEETING  
MONDAY, JULY 8, 2019

The organizational meeting of the Berrien Regional Education Service Agency Board of Education was held Monday, July 8, 2019 in the Conference Room D of the Administrative Center, 711 St. Joseph Avenue, Berrien Springs, Michigan.

1) Call to Order

The meeting was called to order by Kevin Ivers, temporary chairman, at 10:02 a.m.

Board Members Present:

Cathy J. Bair

Linda Holt

Dr. Michael Lindley

Jon Martin

J. Allene Smith

RESA Staff:

Superintendent: Kevin Ivers

Assistant Superintendent: Absent

Dir. Of Business & Finance: Scott Knoll

Administrative Asst.: Christy Boone

Other RESA staff members present: Karen Heath, Lynda Hurlow, Doug Montey, Chris Machiniak, Craig Kuhn, Tina Lawson, Craig Blasko, Kerenda Applebey

Visitors: David Holt, Amanda Mason

2) Organization of the Board for 2019-2020

- a) Election of President – The Superintendent serving as Acting Secretary declared the floor open for nominations. A motion was made by Mrs. Holt and supported by Mrs. Smith that Cathy Bair be elected President of the Berrien Regional Education Service Agency Board of Education for the 2019/2020 school year. A motion was made by Dr. Lindley and supported by Mr. Martin to close the nominations. Both motions carried unanimously.
- b) Election of Vice President - A motion was made by Mrs. Smith and supported by Dr. Lindley that Linda Holt be elected Vice President of the Berrien Regional Education Service Agency Board of Education for the 2019/2020 school year. The motion carried unanimously.
- c) Election of Treasurer – A motion was made by Mr. Martin and supported by Mrs. Smith that Dr. Michael Lindley be elected Treasurer of the Berrien Regional Education Service Agency Board of Education for the 2019/2020 school year. The motion carried unanimously.
- d) Election of Secretary – A motion was made by Dr. Lindley and supported by Mr. Martin that J. Allene Smith be re-elected Secretary of the Berrien Regional Education Service Agency Board of Education for the 2019/2020 school year. The motion carried unanimously.

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A motion was made by Dr. Lindley and supported by Mr. Martin that Agenda Reports #1-7 and #9-14 be approved. Agenda Report #8 should be removed and discussed separately.

- 3) Bank Depositories - Agenda Report #1 – that the bank depositories be approved as presented on the attachment.
- 4) Appointment of Auditing Firm - Agenda Report #2 – that Plante & Moran, PLLC, of St. Joseph, Michigan be appointed as auditing firm for the District for the 2019-2020 school year for a fee of \$37,000, with an additional fee ranging from \$500 to \$1,000 related to the implementation of GASB 75 and \$300 to \$1,000 for continuing compliance with GASB 68.
- 5) Appointment of General Legal Counsel—Thrun Law Firm, P.C. - Agenda Report #3 – that the Thrun Law Firm, P.C., of Lansing, Michigan be appointed as general legal counsel for the District for the 2019-2020 school year for a retainer fee of \$1,800.
- 6) Appointment of Special Education Legal Counsel – Clark Hill, PLC Agenda Report #4 – that the Superintendent be authorized to sign the retainer agreement with the firm of Clark Hill, PLC, for the amount of \$795.00, and that the administration is authorized to employ the firm as counsel for certain special education related issues for the 2019-2020 school year.
- 7) Appointment of the Board’s Chief Negotiator - Agenda Report #5 – that Lynda Hurlow be appointed as the Chief Negotiator for the Board for the 2019-2020 school year, with other administrators to assist at her request, and that she be empowered to consult with and/or include legal counsel in the negotiating process, including the services as spokesperson at the table.
- 8) Appointment of Superintendent to assume Specified Responsibilities of the Treasurer and Secretary - Agenda Report #6 – that the Superintendent be designated to assume specified responsibilities of the Treasurer and Secretary.
- 9) Details of Regular Board Meeting Dates for 2019-2020 - Agenda Report #7 – that the regular monthly meetings of the Board of Education of the Berrien Regional Education Service Agency be held as listed.

July 8, 2019	10:00 a.m.
August 12, 2019	10:00 a.m.
September 9, 2019	10:00 a.m.
October 14, 2019	10:00 a.m.
November 11, 2019	1:00 p.m. @ BLC D-pod Activity
December 9, 2019	1:00 p.m.
January 13, 2020	1:00 p.m.
February 10, 2020	1:00 p.m.
March 9, 2020	1:00 p.m. - Distance Learning
April 13, 2020	10:00 a.m.

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May 11, 2020                      10:00 a.m.  
June 8, 2020                      10:00 a.m.  
July 13, 2020                      10:00 a.m. *2020-2021 Organizational Meeting*  
Planning & Goals Setting meeting – *date to be determined in April*

- X. Board Meeting Agenda Format – Agenda Report #8 - that the Board adopt the agenda format and procedures as listed in the Board bylaws.
- XI. Designation of Authorized Signatures - Agenda Report #9 – that the Superintendent or his designee, consistent with Board Bylaw, be authorized to sign checks, contracts, agreements and purchase orders.
- XII. Board Member Compensation – Agenda Report #10 – that the Board should approve the compensation and system of reimbursement of board member expenses.
- XII. Designation of Electronic Transfer Officer (ETO) - Agenda Report #11 – that the Director of Business Services be designated as the Electronic Transfer Officer (ETO).
- XIV. Subscription Fees for Board Meeting Notices and Minutes - Agenda Report #12 – that subscription services for Board meeting notices and minutes be provided free of charge.
- XV. Adoption of Existing Bylaws and Policies - Agenda Report #13 – that the existing Bylaws and Policies of the Board of Education of the Berrien Regional Education Service Agency be adopted.
- XVI. Selection of Membership Affiliations - Agenda Report #14 – that the Board of Education maintain its membership in MASB, NSBA, and AESA, and that the Superintendent be authorized to submit the appropriate membership dues.

The motion carried unanimously

Agenda Report #8- The Board discussed moving public participation toward the beginning of each agenda.

Motion by Mrs. Smith and seconded by Mrs. Holt that the following Board members be appointed to serve on the following committees:

- XVII. Appointment of Representative to Berrien/Cass School Boards Association – Mr. Martin will serve as representative for the 2019-2020 school year.
- XVIII. Appointment of a Board member as "MASB Liaison" - Mrs. Bair will serve in this capacity for the 2019-2020 school year.
- XIX. Appointment of Representatives to the Building & Site Committee – Dr. Lindley and Mrs. Smith will serve in this capacity for the 2019-2020 school year.

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XX. Appointment of Representatives to the Personnel/Policy Committee - Mrs. Holt and Mr. Martin will serve in this capacity for the 2019-2020 school year.

XXI. Hearing of Citizens Present - There were no citizen comments.

XXII. Adjournment

There being no further business and no objection to adjournment, the meeting was adjourned at 10:20 a.m.

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J. Allene Smith, Secretary

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ADD BANK DEPOSITORIES HERE.....