



**ConnectAbility of MN Board Meeting Minutes
October 20, 2021**

Attended:

Mark Kroska, Sue Paasch, Marc Van Herr, Craig Hanson, Barbara Runck, Kayla Ward, Luke Szczech, Rob Stark, Chantal Oechsle, and Executive Director Sheri Wegner guest Ryan Paasch

I. CALL MEETING TO ORDER, WELCOME: Mark Kroska, President

II. Adjustments to the agenda

A. Report from RTCC

III. Introduce and welcome Ryan Paasch -Marketing position

IV. BUSINESS AGENDA:

A. Reports:

i. Report on Finances –

1. P&L, Balance Sheet, Budget -Craig
 - a. We are meeting or exceeding most of our targets
2. Salesforce dashboard -Sheri
 - a. The dashboard is looking more balanced with income coming in from different departments.
3. Budget (committee or Sheri presented for discussion)
 - a. Craig Hanson and Mark Kroska volunteered to join Sheri to work on budget issues
4. Annual Report (create and publish?)
 - a. Is there a benefit to having an Annual Report and having it published? Sheri will start the process to determine how much time will need to be spent completing this task.
5. Need to meet with/hire someone to set up QB for these grants -Sheri
 - a. Need to connect with other non-profits to learn how to correctly account for some expenditures.

ii. Executive Director- Sheri

1. Moving Forward Report (attached)
2. Staff Update
 - a. Director of Finance-listing
 - i. This position is still posted
 - b. PT Chore- listing
 - i. Continue to interview for this position
3. Delegated a ton jobs/tasks/duties to Jennifer
 - a. Jennifer has been able to take some things off of Sheri's plate and is a huge asset to the organization
4. Volunteers Program for DEP- new program
 - a. Investigation is being done to determine when and how we could bring in volunteers to work with this program.
 - b. There will be an intern working in the office for about 20 hours

iii. Committee Reports

- a. Fundraising update- Barbara / Sue (met in August)
 - i. A meeting will be set up to determine how to move forward with Stuck in Motion



- b. Donated Equipment/Financial Assistance Program Chantal/ Luke/ Kirsten-
 - i. No applicants this month
 - ii. One applicant for November
 - iii. Met with two recipients this month
 - iv. Continue to apply for Community Grants
- c. Nominating Committee: Marketing role -Marc / Barbara
 - i. No Report
- d. Executive Committee: Mark, Kayla, Sue, Craig-
 - i. No Report

B. Old Business:

- i. Board Retreat update-location change, agenda attached
- ii. Need Treasurer board members
- iii. CFSS formal notification we did not receive the grant. Program suspended until June 2022

C. New Business:

- i. RTCC report
 - 1. 23 members at the 1st meeting
 - 2. RTCC created their logo to complement ConnectAbility of MN's logo
 - 3. 2-year contract
- ii. TMCC opportunity
 - 1. Exploring the possibility of being the first one in MN
- iii. Halloween event; Board invited an encourage to attend
- iv. Staff BLUE SKY thinking day
 - 1. Staff will be working off-site
 - 2. Brainstorming and Dreaming and Scheming
 - 3. Led by a facilitator
- v. Request raise to be considered by Board of Directors
 - 1. A request was made to provide a 3% raise for all employees in January
 - 2. Also considering a cash bonus in December

V. Adjourned