

Regular Meeting Minutes of the
NATIONAL JOINT POWERS ALLIANCE®
Board of Directors
Tuesday, April 22, 2008
Maple Room

Chair Wolden called the meeting to order at 6:00 P.M. with the following members present: Wayne Wolden, Mike Wilson, Orville Meyer, Mike Domin, Barb Schmitt, Sharon Notch and Bill Krivanek. Also present were Gary Nytes, Diana Pihlaja and Susan Nanik, staff.

Mr. Domin moved, seconded by Mr. Krivanek to accept the agenda as amended. Motion carried.

Ms. Schmitt moved, seconded by Mr. Wilson to accept the minutes of the Regular Board Meeting held on March 20, 2008. Motion carried.

Ms. Pihlaja presented the Financial Report. She reviewed cashflow analysis, CD summary, Sharp sales and accounts receivable analysis.

Mr. Meyer moved, seconded by Ms. Notch to approve the check register and Treasurer's Report of Cash, Revenues, and Expenditures and to pay all vendor disbursements of First Integrity Bank #65997 to #65999 and of Mid Central Federal Savings #66212 to #66545. Motion carried. Mr. Meyer moved, seconded by Ms. Notch to approve Wire Transfers of First Integrity Bank #636 to #659 and of Mid Central Federal Savings #402 to #788. Motion carried.

Ms. Notch moved, seconded by Mr. Krivanek to accept the Consent Agenda as follows:

- Approve updated Membership Agreements, adding 164 new members
- Approve hiring Molly Peterson as CSW in Crosby starting April 28, 2008
- Approve hiring Greg Haglin as Major Account manager starting April 14, 2008
- Approve hiring Laura Dwyer as Coordinator of Risk Management Services starting April 21, 2008
- Approve contract Manager Consultant agreement with Lynn Peterson for up to 100 hours
- Approve revision of Coordinator of Administrative Services Job Description
- Approve Coordinator of Accounts Payable Job Description and open position
- Approve Coordinator of Collections and Contract Communications and open position
- Approve updated 2007-2008 Employee Matrix
- Approve Extension of Agreements
 - AEPA Bid #5 Automobiles and Trucks
Dan Grubb Ford, LLC and Husky Trucks, LLC
 - AEPA Bid #6 Furniture
School Specialty
 - AEPA Bid #6 Modular and Portable Buildings
Modern Building Systems
 - AEPA Bid #6 Online Training
Aries Technology, Inc
 - AEPA Bid #7 Online Professional Development
Learn Key

- AEPA Bid #7 School Food Software
School-Link Technologies and Pacific Triangle Software, Inc.
- Authorize bid for Mailing and Postage Equipment with Related Supplies and Accessories
- Approve Annual Renewal of Agreement with Atlas Tracks, Inc. IFB #121405
- Approve Annual Renewal of Agreement with Steelcase Inc. IFB #011707
- Accept Bid and Award Contract IFB #032108 for Floor Coverings and Floor Surfaces with Related Equipment, Accessories, and Supplies to Tandus US LLC, Interface Americas, Inc., Milliken & Company, and Mondo USA, Inc.
- Approve Executive Director's Calendar
- Approve IQCC Contract IFB #MN6&8-041508 to SG Construction Services LLC and Morcon Construction Co., Inc
- Approve IQCC Contract IFB #MN9-041508 to SG Construction Services LLC and Lusk Mechanical Contractors, Inc.
- Approve IQCC Contract IFB #MN10-041508 to SG Construction Services LLC and Lusk Mechanical Contractors, Inc.
- Approve IQCC Contract IFB #MN11-041508 to SG Construction Services LLC and Morcon Construction Co., Inc

Motion carried.

Mr. Nytes reported on Minnesota Attorney General Opinion on "What is NJPA?" He spoke with Assistant Attorney General Patty Nolte on February 27th and March 18th seeking this opinion.

Mr. Nytes reported he had not sold the Malibu at public auction but rather was seeking to retain the Malibu as a general use vehicle for NJPA employees. After discussion, Mr. Nytes was instructed to sell the Malibu. Mr. Nytes also reported on rental of an extended cab truck to tow the golf course to a conference in Austin, TX and stated the golf course would also be towed to Denver, CO in November.

Mr. Nytes gave an update on the Crow Wing County Collaborative. They are not in compliance with the NJPA pay equity report and have issued a request for bids for fiscal hosting.

Mr. Nytes discussed being approached regarding purchase of property directly west of NJPA. Mr. Nytes was instructed to contact the owner and ask the owner to name a purchase price and if interested the Board would then consider having an appraisal of the property.

Mr. Wilson moved, seconded by Ms. Schmitt to approve the recommendations of the Risk Management Pool Executive Committee to waive copay of \$50 and 90 day supply using mail order pharmacy through Fast Global Meds, approve open enrollment for dependent coverage to age 25 through March 31, 2008 with additional charges waived for current groups until next renewal, to offer HealthPartners Freedom Group Medicare Plan to retirees with optional ED Medication Coverage for addition monthly premium of \$.60, to discontinue PSIP program after December 31, 2008, and approve Fast Global Meds Vendor Operating Contract #021508-SH. Motion carried.

Ms. Notch moved, seconded by Mr. Krivanek to approve the proposed Policy on Usage of the Supervisory Grades in the Arthur Young System of Pay Equity Analysis. Motion carried.

Mr. Wolden moved, seconded by Mr. Domin to approve the proposed revision of Policy on Membership in NJPA. Ms. Schmitt abstained, motion carried.

Ms. Notch moved, seconded by Ms. Schmitt to approve the proposed Code of Ethics. Motion carried.

Mr. Meyer moved, seconded by Mr. Domin to approve the 2007-2008 Annual Evaluation Report and the 2008-2009 Annual Plan. Motion carried.

Mr. Nytes reported on the L.E.A.P. meeting he attended on March 28, 2008 and shared minutes from that meeting.

Mr. Nytes reported on AEPA and his attendance at the Spring meeting in Washington, D.C. on April 10th – April 12th. AEPA will hopefully remain a viable organization.

Ms. Pihlaja presented information on accounts that have been turned over to collection. These were accounts that were written off in the past.

Mr. Nytes reported on the public auction and items NJPA sold through it. He did not have a final total at this time but did state the two PT Cruisers sold over the Kelly Blue Book price he had as a target for them.

Mr. Nytes reported on a permission to bid timeline compiled by the Coordinator of Bids and Contracts. This was an informational item.

Mr. Wolden reported on behalf of the Executive Director's Negotiating Committee. He stated they are waiting for MSBA opinions and have asked Mr. Pihlaja to request Executive Director contract information from the other Service Cooperatives in Minnesota. They will meet again between now and the next regular Board meeting.

Mr. Domin moved, seconded by Mr. Krivanek to adjourn the meeting at 9:01 p.m. Motion carried.