

**Merrill Area Public Schools  
May HR/Finance Committee Meeting  
May 24, 2022 Meeting Minutes**

The meeting was called to order by Brett Woller at 4:31 pm in the Central Office Board Room.

Board members present: Kevin Blake, Kendra Osness, Jacqueline Gremler (substituting for Maria Volpe) and Brett Woller. Maria Volpe is absent. Others present: Dr. John Sample, Superintendent; Eddie Then, Director of Business Services; Shannon Murray, HS Principal; and Jessica Geurink, Recorder.

MOTION by Osness, second by Blake to approve the May 4, 2022 Finance/Human Resources Committee Minutes. Motion carried.

Blake explained that there is no changing of "The Chair" at this committee meeting. It shall remain Brett Woller.

Finance:

(A) Annual Review of Contracts Over \$10,000 for FY23: Motion to approve the continuation of the contracts with vendors and purchases as presented for the 2022-23 fiscal year with cost variances not to exceed the lower of 5% or \$10,000. MOTION by Blake, second by Woller. Motion carried with Osness abstaining from the vote.

(B) FY23 Preliminary Budget Approval: Motion to approve the FY23 preliminary budget as presented. MOTION by Blake, second by Gremler. Motion carried unanimously.

(C) Consideration of a Part-time AV Coordinator Position for FY23: Motion to approve the addition of a part-time AV Coordinator position with the job description as presented for FY23. MOTION by Osness, second by Gremler. Motion carried unanimously.

(D) Approval of BenQ Panels: Motion to approve the purchase of BenQ Panels for Kate Goodrich and Washington Elementary in the amount of ~\$145,600 to be paid from the 2021-2022 fiscal year. MOTION by Blake, second by Gremler. Motion carried unanimously.

Human Resources

(A) Insurance Exclusion & Reimbursement Awareness Policy: Motion to approve the Insurance Exclusion & Reimbursement Awareness policy created by Boardman and Clark effective June 15, 2022. MOTION by Osness, second by Gremler. Motion carried unanimously.

(B) Personnel Report - Standing Agenda Item: No Action take on this item, discussion only.

Technology (Operations)

(A) Department Update - Discussion Only. No action taken on this item.

Items for next meeting: No items brought forth for next meeting.

MOTION by Blake, second by Osness to adjourn at 5:29 p.m. Motion carried unanimously.

Notes by: Jessica Geurink, HR/Finance Assistant

Certified by: Brett Woller, Committee Chair