

**MINUTES  
NORTHWEST SERVICE COOPERATIVE  
DISTRICT #928  
BOARD OF DIRECTORS MEETING  
TUESDAY, OCTOBER 23, 2018**

**CALL TO ORDER BY JAMES DEVRIES – 5:00 P.M.**

**ATTENDANCE**

**BOARD:** Kathy Carlson, James DeVries, Sally Roller (via phone), Shawn Rominski, Ann Long Voelkner (via phone), Jim Christianson, Jon Carlson and Jason Carlson. **ABSENT:** Chris Melbye  
**SUPERINTENDENT ADVISORS (EX-OFFICIO):** Jim Guetter & Galen Clow.  
**STAFF IN ATTENDANCE:** Bruce Jensen and Jaci Jorde.  
**VISITORS:** Casey Holland

**ACTION ITEMS:**

**APPROVE THE AGENDA.**

Motion by Jason Carlson and second by Shawn Rominski to adopt the agenda.  
Vote u/c

**APPROVE THE SEPTEMBER 25, 2018 REGULAR BOARD MEETING MINUTES as reviewed and presented at the meeting.**

Motion by Jon Carlson and second by Jim Christianson. Vote u/c

**APPROVE THE SEPTEMBER 21, 2018 THROUGH OCTOBER 17, 2018 REGULAR BILLS in the amount of \$82,556.34.**

Motion by Jason Carlson and second by Shawn Rominski. Vote u/c

**Presentation was given by Casey Holland, Vaaler on Property & Casualty Insurance.**

**APPROVE NWSC ANNUAL PROPERTY & CASUALTY, ERRORS & OMISSIONS and AUTO INSURANCE POLICY RENEWAL.**

Motion by Jason Carlson and second by Shawn Rominski. Vote u/c

**APPROVE FINAL 2019 NWSC BUDGET.**

Motion by Shawn Rominski and second by Kathy Carlson. Vote u/c

**APPROVE HIRING HABIBA SHIRE AS ADMINISTRATIVE ASSISTANT in the ABE East Grand Forks classroom for 20 hours a week.**

Motion by Jason Carlson and second by Jim Christianson. Vote u/c

**ITEMS FOR INFORMATION:**

- Finance/Budget report was presented by the Business Manager
- CCOGA Health Insurance Pool Renewal updates
- Building lease was discussed
- November holiday meal was discussed

Adjourned.

**RESPECTFULLY SUBMITTED:**

\_\_\_\_\_  
Clerk  
NW Service Cooperative – District #928  
Date: \_\_\_\_\_

**APPROVED BY:** \_\_\_\_\_

\_\_\_\_\_  
President  
\_\_\_\_\_  
Vice President  
\_\_\_\_\_  
Treasurer

Date: \_\_\_\_\_

Next Meeting: November 27, 2018