MNOHS Finance Committee Meeting Minutes

Meeting convened at 11:01am

Present

Travis Berends Controller CP

Jess Huitt Controller CP

Mary Derosier-MNOHS Immediate Past Treasurer

Heide Miller-MNOHS Treasurer

Mike Tempel-MN0HS HR and Payroll

Tracy Quarnstrom-MNOHS Executive Director

The finance committee for the MN Online High met at 11am on September 18th to review the agenda items listed below.

Agenda

Intros
Since this was our first meeting we started with introductions.

Roles and Positions
By consent of the group a secretary to take notes was named as Tracy Quarnstrom, and a board chair to create agendas and other items was named as Heide Miller.

Reporting Summary
The controller was asked for any additions to the bills or budget and any narrative or overview. This will be passed onto the MNOHS board at the next board meeting.

Bill Review
Individual bills were discussed and described as annual or one-time payments for a history of bills and reporting to the group. All bills were included in the board packet and available for review by the full board and participants.

ADM Review
Enrollment was reviewed by Quarnstrom, and we are slightly below last year at this time.We hope to pick up more students for our quarter 2 enrollment phase.

Insurance quotes/Proposal
Quarnstrom and Tempel presented medical, dental, vision, STD, HSA, HRA, and Kavira health quotes for the coming renewal period. MNOHS will renew on 12/1 and the finance working group suggests that we stay with Blue Cross-Blue Shield and MNOHS take on the full increase for this year of 12.5%. Deductibles will remain the same. Dental saw a zero percent increase. STD saw a 80% decrease due to the new Paid Leave statute starting in January of 2026. This group suggests we require the employee to pay 50% of the Paid Leave premiums as dictated in law. MNOHS will be using the state Paid Leave plan starting in January and will sign up for that by Oct 31st. Employees will see a full presentation on Oct 15th from Benefits Lab. Creative Planning ran the numbers for a prelim budget and we are in a place where we can afford to do this.

CP notes

HR group and needs
We need to look at salary, agreements, benefits, PTO and other notations as a whole. Quarnstrom will be asking the full board to form an HR working group to tackle this project by March with new 2627 agreements to be out by May 1st at the latest for staff review.

Upcoming Expenses
Canvas and curriculum conversion as our next major expense was noted by Quarnstrom. This will be examined further at the next finance committee meeting.

Audit Progress
CP reports that they are starting the audit with Thomas and Company now. We will continue to check in as the audit gets underway. Last year's audit was shared by Berends for review for the group. It was noted that we need to have the board pass a motion for our bank and depositor being Choice bank at the next meeting.

Meeting ended at 11:46