

DISTRICT SPECIAL BOARD MEETING

Monday, April 15, 2019

9:00 a.m.

Conservation Building

912 Houston Street

Preston, MN 55965

Minutes

MEMBERS PRESENT: Tim Gossman, Brian Hazel, Bob Pickett, Kathy Tesmer, Travis Willford

MEMBERS ABSENT: None

OTHERS PRESENT: Donna Rasmussen (entered the meeting at 1:29 p.m.)

Gossman called the meeting to order at 9:07 a.m. A quorum is present.

I. Approval of the Agenda

Motioned by Willford, seconded by Hazel to approve the agenda.

Affirmative: Gossman, Tesmer, Hazel, Pickett, Willford. Opposed: None. Motion carried.

II. Conduct District Administrator Interviews

Interviews were conducted with three finalists: Larry Buck, Laura Christensen and Todd Bram.

Motioned by Pickett, seconded by Tesmer to extend the offer to hire Laura Christensen for the District Administrator position subject to references contacted and at a salary of Grade 11, Step 4.

Affirmative: Hazel, Willford, Tesmer, Gossman, Pickett. Opposed: None. Motion carried.

Rasmussen entered the meeting at 1:29 p.m.

Hazel left the meeting at 1:52 p.m.

III. Discuss hiring process for Administrative Assistant

Motioned by Willford, seconded by Pickett to advertise for the Administrative Assistant starting April 22nd with applications due May 9th, rankings due May 13th and interviews the week of May 20th; at current job requirements and a salary range of \$16.2835 to \$23.4932 depending on experience.

Affirmative: Gossman, Pickett, Tesmer, Willford. Opposed: None. Motion carried.

IV. Adjournment

Motioned by Willford, seconded by Pickett to adjourn the meeting.

The meeting was adjourned at 2:10 p.m.

Respectfully Submitted,

Bob Pickett