

**DISTRICT SPECIAL BOARD MEETING**

Tuesday, January 29, 2019,  
8:30 a.m.

Conservation Building  
912 Houston Street  
Preston, MN 55965

***Minutes***

MEMBERS PRESENT: Tim Gossman, Bob Pickett, Kathy Tesmer, Travis Willford  
MEMBERS ABSENT: Brian Hazel.  
OTHERS PRESENT: Donna Rasmussen, Jeanette Serfling, Caleb Fischer, Anne Koliha, Aaren Mathison, Sara West

Gossman called the meeting to order at 9:04 a.m. A quorum is present.

**I. AGENDA**

Motioned by Willford seconded by Tesmer to approve the agenda. Affirmative: Tesmer, Pickett, Willford, Gossman. Opposed: none. Motion carried.

**II. OLD BUSINESS**

1. Consider Administrator interview questions and ranking sheet

The interview questions were reviewed and some wording changes made. The questions will have no points attached to them for ranking purposes. Applications are due Friday, February 1<sup>st</sup>. Identifying information will be redacted and the applications emailed to all board members for ranking. Rankings will be returned via email. The top four applicants will be scheduled for interviews on Friday, February 8<sup>th</sup>.

**III. CONDUCT ANNUAL PLANNING MEETING**

1. Review Annual Plan

The Annual Planning meeting was conducted. All goals and objectives were reviewed with additional comments and suggestions added. Revisions will be made and brought back to the February meeting for approval.

Koliha left the meeting at 10:10 a.m.  
Fischer left the meeting at 10:52 a.m.

Motioned by Tesmer seconded by Willford to authorize the Administrator to sign a grant agreement with the Minnesota Land Trust in the amount of \$5,000.00, for outreach and promotion, after County Attorney review. Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

2. Team Agreement – Workplace Respect

A Team Agreement-Workplace Respect document is being developed by the Board for employees which is being modeled after the Supervisor Commitment Pledge. Employees will review and discuss it at the next staff meeting. The Board will adopt it when a final version is decided upon.

3. Daytime meetings

The Board discussed the need for daytime meetings. Board consensus was there should be at least one daytime meeting in the coming year which was scheduled for Thursday, August 15<sup>th</sup> at 8:00 a.m.

**IV. ADJOURNMENT**

Motioned by Pickett seconded by Willford to adjourn the meeting. Affirmative: Pickett, Tesmer, Willford, Gossman. Opposed: none. Motion carried.

The meeting was adjourned at 11:28 a.m.

Respectfully Submitted,

Bob Pickett