



## January 31, 2020 Board Meeting Minutes

**Call to Order:** A quorum was met, and the January meeting of the NEO Board of Director's was held on January 31, 2020 at the NEO Center. Marie called the meeting to order at 8:02 AM.

**Attendees:** In attendance: Marie Robinson, Paul Schreiner, Mark Lutze, Kimmie LaBarge, and Isaac Carr via phone. Absent: Debbie Birch, Alicia Rios. 5398

Also, Present: Rebecca Reiner, Jennifer Jennings, Brooke Allen, Kelly Hipskind and Phillip Mott.

**Welcome and Student Presentation:** Kimmie LaBarge was welcomed as a new board member. Rebecca passed out the resume of Doug Lane who is considering board membership. He will attend the next meeting.

Adrienne Carrol, NEO's Director of Adult Education introduced three English as a Second Language (ESL) students, Martha, Dalila, and Maria who described their progress with learning English. All three are taking the ServeSafe Complete Program as a path towards employment readiness. Maria commented, "In this country, if you don't speak English, you can't do anything."

**Approval of Minutes:** The minutes from the December Board Meeting were reviewed and Mark moved that they be approved as presented. The motion was seconded and passed unanimously.

**Financial Reports:** The financial reports for December were reviewed. Marie reported that she had reviewed the bank and credit card statements and found no improprieties. The December Docket was reviewed and signed. Paul moved that the December 2019 Financial Statements be approved; the motion was seconded and approved unanimously.

**High School Certification Fee Policy:** Rebecca explained that industry recognized certification tests are one option for high school students to demonstrate college-career readiness requirements for high school graduation. The costs of the certification tests vary from \$250 to \$500. The issue of who should pay was discussed. A motion was made and passed for NEO to pay the cost of the test for current students slated to graduate this year while further investigation is completed on a more comprehensive policy.

**Development Plans:** Brooke outlined the Mission Tours and requested commitments from board members to bring guests to the tours. The Board committed to bringing at least five guests for the year. She also outlined the creation of the Development Committee. Kimmie volunteered to serve as the Board representative on this committee. Finally, she shared plans for a reception for donors and supporters prior to NEO's Graduation Ceremony on June 18<sup>th</sup>.

**Sun FundED:** Kelly Hipskind and Phillip Mott joined the meeting. NEO's solar project has a financial backer thanks to Phillip's family. Sun Fund ED will meet with the City of Portage in March to begin the permit process. It is hoped to begin construction in May or June.

The meeting was adjourned at 10:00 AM.  
Respectfully submitted by Paul Schreiner

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Approved by Paul Schreiner, Board Secretary

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Date