



BOARD OF DIRECTORS

Monday December 6, 2021

Via [Zoom](#)

4:00 – 7:00 pm

Minutes

Board of Directors Members present: Derek Cooley, Karen Howey, Concetta Lewis, Trish Lopucki, Nikki Moore, Kirsten Myers, Karlie Parker, Renee Thelen, Sarah Winslow, Deb Zelinski

Members Absent: Mary Zann

Other Attendees: Abby Cypher, Sue Leach

Guests: Kristine Gullen

Call to Order: 4:01 pm

1. Approval of December 6, 2021 Board meeting agenda:

- a. Motion - Deb Zelinski
- b. Second - Karlie Parker
- c. Discussion - None
- d. Motion carried

2. Approval of October 11, 2021 Board meeting minutes:

- a. Motion - Sarah Winslow
- b. Second - Kirsten Myers
- c. Discussion - None
- d. Motion carried

3. Review of Board Action since previous meeting (via electronic vote):

- a. None

4. Manager of Projects & Professional Learning:

- a. Seven candidates were interviewed. The interview identified that candidates had knowledge/experience in either project management or association management but not both. The committee prioritized experience in project management since that is our most imminent need.
- b. Kristine Gullen was identified as the top candidate. Kristine has her doctorate in special education and is a *connector*. Kristine introduced herself to the Board and expressed her excitement in working with Abby and the Board to move the MAASE work forward, if hired.

- c. Motion: Hire Kristine Gullen as the Manager of Projects and Professional Learning.
 - i. Motion: Sarah Winslow
 - ii. Second: Trish Lopucki
 - iii. Discussion: None
 - iv. Motion carried

5. Association Management System (AMS) Update:

- a. Deb Zelinski and Tami Mannes chaired the Transition Team. The Team discussed needs and wants for MAASE, and focused on efficiencies. Recommendation for a new AMS includes all components in the Team's recommendation memo. The costs should be covered by the efficiencies of the system, as well as Ingham ISD funding for this year.
- b. Motion: Support a budget amendment allowing for the purchase of a new AMS system based on the considerations mentioned in the memo above.
 - i. Motion: Derek Cooley
 - ii. Second - Deb Zelinski
 - iii. Discussion - None
 - iv. Motion carried

6. Strategic Planning Updates

- a. Staffing Capacity - Committee made recommendations that were approved at the October Board meeting and actions have been taken around those recommendations.
- b. Volunteer Management - Meeting on Wednesday afternoon.
- c. Association Partnerships - Recommendations were reviewed. Association Partnerships and Advocacy goal area groups will connect.
- d. Advocacy - Second meeting is Wednesday after the GMM.
- e. Professional Learning - The group's goal is to define the body of knowledge necessary for administrators of special education by tenure/experience level and develop an aligned portfolio of programs.
- f. All five goal areas will be presenting information at the April 11, 2022, Leadership Team meeting.

7. Executive Associate Report: None

8. Executive Director Report:

- a. Contract with Ingham ISD for Project SEARCH finalized.
- b. Auditor Contract - finalized.
- c. Leadership Goals - Moving forward and will be linked to strategic planning.

9. Additional Updates/Reports from Board Members: None

10. Adjourn at 4:36 pm