



Association of Metropolitan School Districts

2 Pine Tree Drive, Suite 380, Arden Hills, MN 55112 • 612-430-7750 • www.amsd.org

Executive Committee Meeting

Friday, October 28, 2022, 7:30 a.m. – 9 a.m.

Hybrid meeting with Zoom option

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|-------------------------|--|--|--|
| Members Present: | Crystal Brakke Marcus Hill Laura Oksnevad (alt.) | Mary Frances Clardy Mary Kreger Bev Petrie | Kelsey Dawson Walton Rhoda Mhiripiri-Reed Stacie Stanley |
| Staff Present: | Scott Croonquist | Troy Melhus | Kimberly Jansa |
| Guests Present: | Kris Amundson Josh Downham | Amber Demenge Dan Owens | Mary Dougherty |

I. Welcome and Introductions

AMSD Chair Crystal Brakke called the meeting to order at 7:35 a.m. Brakke asked everyone to introduce themselves.

II. Approval of Minutes of September 30 Meeting

Chair Brakke asked members to review the minutes from the September 30 meeting. A motion was made and seconded to approve the minutes. The minutes were approved.

III. Presentation of AMSD FY 2022 Audit

Chair Brakke invited Dan Owens and Amber Demenge from the accounting firm of Olsen Thielen to provide an overview of the FY 2022 AMSD audit report. Mr. Owens noted the audit had a clean opinion, that the organization was in a good financial position and that the audit was consistent year to year in its financial income and expenditures. Mr. Owens reported that the audit is required to note that AMSD does not completely adhere to the principle of segregation of duties but that this is a common finding for an organization the size of AMSD. Another material weakness is that Olsen Thielen, rather than AMSD, will be preparing the financial statements which again is due to the size of the AMSD staff. The audit will be shared with the Board of Directors at the November meeting and be available for review by board members. A motion was made and seconded to accept the FY 2022 Audit Report. The motion was approved.

IV. Approval of October Disbursements

Chair Brakke asked members to review the monthly disbursements. A motion was made and seconded to approve the October disbursements. The disbursements were approved.

V. Approval of Quarterly Treasurer's Report

Chair Brakke asked members to review the quarterly treasurer's report. A motion was made and seconded to approve the quarterly treasurer's report. The report was approved.

VI. Adjourn

There being no other business, Chair Brakke adjourned the executive committee meeting at 7:54 a.m.