

**Southwest Telecommunications  
Governance Board Meeting**

Tuesday, April 21, 1998 - 1:00 PM  
Key Largo, Lake Shetek, MN

**Minutes**

Southwest Telecommunications Governance Board Members Present:

|                |                                  |
|----------------|----------------------------------|
| Douglas Froke  | Fulda                            |
| Greg East      | Sioux Valley/Round Lake/Brewster |
| Orlyn Wiemers  | Minneota                         |
| Steve Kjorness | Westbrook/Walnut Grove           |
| Jay Haugen     | Sleepy Eye                       |
| John Widvey    | Worthington                      |
| Bruce Haug     | SW/WC Service Cooperative        |

Others Present:

|              |                                 |
|--------------|---------------------------------|
| Rod Wrege    | SWTC Director                   |
| Jerry Parker | SWTC Program Support Specialist |

- 1.0 Orlyn Wiemers called the meeting to order April 21, 1998, at 12:55 p.m., at the Key Largo Ballroom, Lake Shetek.
- 2.0 No opening remarks.
- 3.0 The agenda was modified by changing 7.4 Personnel Status from Inform to Action and by adding 7.8 Book Order Committee and 7.9 Teacher Inservice. Motion made by Doug Froke, second by Greg East, to adopt the modified agenda. Motion carried.
- 4.0 Motion by Steve Kjorness, second by Greg East, to approve the minutes from the March 12, 1998 Governance Board meeting. Motion carried.
- 5.0 Rod Wrege presented the FY1998 Operating Budget & Claims of Account. Motion by Greg East, second by Jay Haugen, to approve the Claims of Account. Motion carried.
- 6.0 METC/Legislative Update  
Rod presented the METC/ Legislative Update. We should receive our final TAG payment this month. Rod is starting to work on TAG applications for next year. We have a video of the satellite downlink from April 20. If any one would like a copy call Rod or Forrest.
- 7.0 SWTC Operations

- 7.1 Network Operations Report  
SWTC office was converted to Smart Finance. Rod met with the Board of Education at Ellsworth. They are considering joining the SWTC with an ITV studio. We still do not know if and when we will be moving. Rod informed the board that, according to Dick Orcutt, regardless of what happens, the Windom School District will have a place for us. If we have to move, it could cost approximately \$100,000. It was suggested that we seek legislative money if needed.
- 7.2 1998-99 ITV Schedule Update  
Jerry Parker presented the updated 98-99 ITV schedule to the Board. Motion made by Greg East, second by Steve Kjorness, to send a letter to Wabasso letting them know that they may not get students in classes at a later date. Motion carried.
- 7.3 Acceptable Use Policy Update  
Rod has sent an Internet policies questionnaire to the member schools and twenty-four have been returned. Most conform to the points that Rod addressed in the survey. He will compile the information and bring it to the board.
- 7.4 Personnel Status  
Rod and Forrest will be interviewing two students from Jackson and one candidate from Mitchell. Rod presented a list of current employees and their projected salaries. Motion by Greg East, second by John Widvey, to recommend we rehire Southwest Telecommunications Cooperative employees with the maximum salary to be based on review.
- 7.5 Internet Server Status  
Rod presented the bid he received for internet servers. Motion by Jay Haugen, second by Doug Froke, to give Rod permission to purchase the two new internet servers.
- 7.6 Charge-back Policy  
Rod distributed worksheets on ITV staff and supply costs for 97-98.
- 7.7 Equipment Inventory - SWTC Future Considerations  
Discussion centered around whether to continue as part of the Service Cooperative or to form our own joint powers agreement. This issue will be brought to the General Superintendent's meeting.
- 7.8 Book Order Committee  
The committee members will be Greg East, Doug Froke, Steve Kjorness. This committee will meet May 14 at Key Largo after the Superintendents meeting.

7.9 Teacher Inservice

If an ITV teacher takes the graduate class from St. Cloud State University, "Teaching Via ITV", they may be excused from one day of ITV Teacher Inservice

8.0 Other (None)

9.0 Miscellaneous

9.1 Next Governance Board Meeting will be scheduled at the Superintendents meeting.

9.2 Next Superintendents Meeting will be Thursday, May 14, 1998, at 10:00 a.m., at Key Largo, Lake Shetek.

10.0 Meeting adjourned.

Respectfully submitted,  
Jerry Parker, Program Support Specialist