

<p>Executive Director Report</p> <p>Administrative Assistant Update</p> <p>Meetings and Activities</p> <p>Legislation</p> <p>HR Workshops</p> <p>Budget Workshops</p> <p>Other</p>	<p>Executive Director reported that there are 6 or 7 applicants so far for the Administrative Assistant position. Of those, there are no candidates that know Front Page Software for maintenance of the Web Site.</p> <p>The board received a list of what the Executive Director has done since the last Board meeting. There was no discussion.</p> <p>Executive Director has filed the necessary papers to be a lobbyist and MASBO shares the cost with IISM and the MSUIP. Overview on a few bills was provided. A bill regarding changing the levy election date until after the legislature concludes was being heard that afternoon. Roger Heimbigner was volunteered to attend the hearing and testify for MASBO.</p> <p>The board requested that the HR workshops be held in early fall (around September 20 - 30th) to help even out cash flow and to not be in the spring when we have Regional workshops and Budget workshops.</p> <p>The Board then discussed sites for future summer conferences MASBO has contracted with Butte this year and Great Falls next in 2008. The board would like Billings in the next 2009 year. After discussion, it was also brought up to explore Whitefish for a site for a year and have as many as possible ride the train to the conference. Executive Director will include Whitefish in the 2009, 2010 years as well as the other sites MASBO has utilized in the past.</p> <p>Gwyn Andersen has agreed to conduct MASBO Budget workshops when the Legislature is concluded.</p> <p>Exec. Director asked for a recommendation of when the Salary Survey should be done each year. After discussion, it was recommended that it be done every December and that the survey should include (along with the AA, A, B, C designation) the class of districts.</p> <p>▶▶▶ Executive Director is to get Danelle Reisch's survey for A districts (Zella Witter says it cover's everything.)</p>
<p>President Report</p> <p>Risk Management Manual</p>	<p>The board decided that instead of a Risk Management Manual that it be titled "Risk Management Reference Guide" Teresa Cornell moved, Kathy Preeshl seconded approval of</p>

<p>Policy Manual</p>	<p>the guide. Ayes: all.</p> <p>The manual was handed out. The board would like the Strategic plan added. Executive Director did not think we had one and is to ask Roger Heimbigner if we did one or started to work on one during his term. The following typing corrections are to be added when we print it next. Page 35 change word severed to served Page 3 qualification Page 15 typo ed dir needs preceding pluralized. Page 28 typo #13 add comma and change than to then Page 28 #14 add to announce</p>
<p>Black Mountain Software Scholarship – readers.</p>	<p>Sandra moved that Black Mountain Software doesn't have to come to each January meeting and that this scholarship be automatically on each January agenda. Black Mountain had already called Pam Owen, Roger Heimbigner and Kathy Preeshl to read the scholarships. Zella 2nd the motion. Ayes: all.</p>
<p>Honorary Membership</p>	<p>Through an e-mail vote earlier in January, the board granted Ric Floren Honorary membership. Leave it up to the President – and Executive Director. Teresa moved Ric and Karen Perry Honorary members Zella Witter seconded Ayes: all.</p>
<p>Other</p>	<p>Mentoring program. . President elect will head up committee When new person came on board, President or committee will assign mentor. MASBO only gives credit for each mentor for 2 years max. Regional mentors will not be utilized after restructuring. Exec committee will go over all finalized plans of new mentorship program.</p> <p>Executive Director is to put together a flow chart on how the mentoring program flows and have the exec committee with Mike waterman go over it and make necessary changes.</p> <p>Evaluation: Pres will revise the Executive Director evaluation based upon the MASBO job description in the Policy Manual. She will send out to board to fill in and then the board will give back to Evelyn she will compile then Exec Committee will go over the results with the Executive Director at the March Exec Committee meeting</p>
<p>Payroll Committee – Payroll Manual Final Draft – Diane Brook/Suzie Zentz</p>	<p>President Evelyn Mull thanked the committee – Suzie Zentz, Diane Brook, and Denise and Roger Heimbigner. Suggestions made are already in the revised, updated version. Some cosmetic changes Zella Witter moved and Kathy Preeshl seconded approval of the manual. Ayes: all.</p>

<p>Summer Conference</p> <ul style="list-style-type: none"> a. Theme b. Workshops c. Golf d. Casino Night e. Silent Auction Recipient(s) f. Shirts g. Other Activities h. Cost 	<p>1st time attendees – Board wants some kind of designation of new folks on the name badges.</p> <p>Irish dancers - like River Dance ---- kids</p> <p>You have heard of Christmas in July – Masbo will be celebrating St patties day in June – Bingo have little prizes No blackjack texas hold-em and bingo stud poker</p> <p>Wednesday night – Golf - Scott Laird Walk - Judi Ward and Karen Perry organize</p> <p>Casino Night – Thursday night with more Bingo and have small prizes for bingo.</p> <p>Shirts – Exec. Director is to see if we can have cream shirts like the board shirts 3 or 4 years ago with green logo.</p> <p>A proposed schedule for the conference was planned.</p> <p>Silent Auction Recipient – Exec. Director is to talk to Julia Lillethun and board members would think about anyone else in their areas that might need it also.</p>
<p>Other</p>	<p>Exec Dir reminded the board members to wear their name badges at regional workshops and summer conference.</p> <p>President Mull thanked Suzie Zentz, Roger Heimbigner, Diane Brook for the Payroll Manual and Zella Witter for the Risk Manual.</p>
<p>Next Meeting</p>	<p>Next meeting is for March 29 and 30 in Helena</p>
<p>Adjournment</p>	<p>Teresa Cornell moved and Suzie Zentz seconded adjournment of the meeting.</p>