



Peaslee Board of Directors Agenda

November 16, 2023, 3:30-5:00 p.m., Peaslee Tech Directors Meeting

In Attendance: Shirley Martin-Smith, Bobbie Flory, Brittany Hall, Dr. Bill DeWitt, Wayne Ricks, Dr. Kevin Kelley, Andrea Chavez, and Kiah O'Quinn, as official minute-taker

In Attendance via Zoom: Rick Hird

Not in Attendance: Cynthia Yulich, Bonnie Lowe, and George Crump

The meeting was called to order at 3:37 pm

1. Approval of August 25, 2022, Minutes/Agenda – vote

Shirley entertained a motion to approve the minutes and the agenda. Bobbie moved to approve the minutes/agenda. Motion was seconded by Wayne. The motion of the minutes/agenda was unanimously approved.

2. Treasurer's/Finance Committee Report

- Third Quarter 2023 Financials – vote

Kevin presented the third quarter 2023 financials since Landi from McFadden Group was not present, he said Peaslee is ahead of budget on revenue and 30% over budget. Total assets are up from last year. Kim Frantz, Peaslee bookkeeper, who was in attendance for the financial portion said nothing in her reports came up weird, and overall, another good year. Kevin mentioned in 2025 things financially will change since the payments on the loan will be completed. Shirley entertained a motion to approve the Third Quarter 2023 Financials. Wayne moved to approve the Third Quarter 2023 Financials. Motion was seconded by Bobbie. The motion of the Third Quarter 2023 Financials was unanimously approved.

3. 2024 Budget – vote

Kevin and Andrea presented the 2024 Budget. Due to utilities increasing, we needed to increase that on our budget, which in past years we were under budgeting. The hope is to add two new full-time instructors to the building trades next year and the budget reflects that. To be in line with the county, we are increasing salaries and benefits. The USD 497 School district was in general leases, so we have reallocated that and placed them under educational income. Bobbie asked why there was a decrease in contributions, Kevin said those are just reallocated into another account to properly reflect where they needed to be. In addition, we will probably be getting another 70-80 thousand dollars from the Rising Together funds. Shirley entertained a motion to approve the 2024 Budget. Wayne moved to approve the 2024 Budget. Motion was seconded by Bobbie. The motion of the 2024 Budget was unanimously approved.

4. Updates/Discussion:

- Senate Bill 163

Kevin went to the City of Lecompton and requested a letter of support regarding Senate Bill 163. He plans to go to Eudora and Baldwin City to request their support as well. The goal is to be in the Primary election in 2024. Kansas Legislation receives the Peaslee Post that is emailed out and Senator Rick Kloos is directly supporting us.

- Student Story

Kevin shared about one of the trainees in the apprenticeship program. The trainee came to Kevin on help on how to get a mortgage, and Kevin got him in touch with the city about a house. He later came back to Kevin and shared that he had been living in a shed on Peaslee property during covid and now he is buying his first home.

- **Apprenticeship Update**
Andrea said she just submitted two new programs, RV Technician and Appliance Repair Technician. Both programs will be online with labs that can be done with the employees onsite. The hope is that they will be approved by the end of November. Bobbie asked about the status of the Early Childhood apprenticeship and Andrea said it was still in the works. The Youth apprenticeships for the spring semester currently have 11 students enrolled and the hope is for more. Classes start in January, which gives a little more time to get more students.
- **McFadden Group Update**
Landi Goyer, our accountant, is leaving McFadden Group at the end of November. Landi was the only person who worked with non-profits at McFadden Group, therefore, McFadden Group will no longer be servicing non-profits as clients. We are searching for someone new to do our financials and welcome suggestions if there are any. Bobbie works with Roark Group and specifically Sandy Miller. Andrea has reached out to a couple of different places requesting quotes. We have a write-up of what we will be needing. Kim Frantz and Angela Motsinger will be staying on.
- **Insurance Update**
Andrea received insurance quotes from Chamber Blue, but it was more expensive per individual than what we currently have. We have decided to stay with our current carrier. The current rate will go up approximately \$30 more per person but it was still cheaper than Chamber Blue.

5. Other Business

- **The December meeting will be a Potluck on 12/7/23 from 12-2 pm**
 - **We will invite past board members.**
 - **Another reminder will go out to everyone as it gets closer to time.**
- **Shirley announced that the Peaslee history is complete and was sent out as a link. The history can also be found on the Peaslee website.**
- **Some board members expressed interest in Peaslee business cards. Andrea will reach out to everyone to see who would like them.**

6. Executive Session

A motion to go into an Executive Session was moved by Bobbie and seconded by Bill. An Executive Session was called to order at 4:39 pm and the board will reconvene in 10 minutes.

- **Kevin's Evaluation**

Bobbie entertained a motion to leave Executive Session and Brittany seconded the motion. The motion was unanimously approved. The Executive Session ended at 4:51 pm. The board discussed Kevin's evaluation and all members were pleased with his performance. Bobbie made a motion to mirror the county raise of 3.2% which would go into effect on March 8, 2024, and a merit of 4% to go into effect on April 5, 2024. Motion was seconded by Brittany. The motion was unanimously approved.

7. Adjourn

Shirley entertained a motion to adjourn. Birttany moved to adjourn. Motion seconded by Wayne. The meeting was adjourned at 4:55 pm.