

**Everett School Employees Benefit Trust  
June 15, 2019 – Regular Meeting  
Minutes**

**Attendance**

Gregg Elder  
Larry Fleckenstein  
Adam Goldstein  
Susan Lindsey  
Jeff Moore  
Kelly Shepherd

**Absent**

Randi Seaberg

**Also Attending**

Linda Conti  
Melanie Curtice  
Angela Erickson  
Shelly Henderson  
Gayla Jenner  
Darla Vanduren

**Recorder**

Kellee Newcomb

**Call to Order**

The meeting was called to order by Adam Goldstein at 4:03 p.m.

**Adoption of Agenda**

A motion was made by Kelly Shepherd and seconded by Gregg Elder to adopt the agenda as written. The motion passed unanimously.

**Adoption of Minutes**

A motion was made by Gregg Elder and seconded by Kelly Shepherd to approve the minutes from the May 15, 2019 Regular Trust meeting as written. The motion passed unanimously.

**Wellness Program Update**

Shelly shared an end-of-the-year Wellness Program report with the group. She included future recommendations if the Wellness Program continues.

The Trustees thanked Shelley for the time and dedication she has invested in the Wellness Program, and the positive influence she has been to Everett Public Schools. They said her impact will continue to live on in visual reminders such as the kindness T-shirts, and the relationships she has built. The Trustees gave Shelley a gift of appreciation and in her honor, provided dessert.

**Other**

Some Human Resources announcements were shared. This was Angie's last day with the district. She will now be working for the Granite Falls School District. Linda Conti has moved from her current position in HR to the benefits position, and Katy Bursch will return from maternity leave in August. The Trustees welcomed Linda and congratulated Angie and wished her well.

**Financials**

Darla shared the May 2019 financials with the group.

**Approval of Mercer's Statement of Work for the upcoming fiscal year**

The Trustees reviewed Mercer's State of Work (SOW) as presented. After discussion and a recommendation from the Trust's legal counsel, a motion was made by Kelly Shepherd and seconded by Jeff Moore to request from Mercer a revised SOW with language that reflects the actual work anticipated between now and December 2019. The motion passed unanimously. Darla will follow-up with Sean White on the necessary revisions to the SOW.

### **Dissolution of the Trust**

Legal counsel Melanie Curtice talked with the group about the dissolution of the Trust. She gave a brief overview of the steps that would need to be taken including necessary paperwork filing for dissolution. It was determined that a portion of this conversation may need to take place in Executive Session.

### **Rotation of Trust Officers**

The Trustees discussed the annual rotation of Trust Officers. The Trustees appointed Larry Fleckenstein as Trust chairperson and Gregg Elder as Trust secretary through the dissolution of the Trust. Susan Lindsay, who retires from the district at the end of the 2018-19 school year, has agreed to stay on as a Trustee through the dissolution of the Trust.

### **Adjourn to Executive Session**

The regular Trust meeting was adjourned to Executive Session at 5:14 p.m. The purpose of the executive session was to review compensation for Trust financial and support services. The regular meeting was reconvened at 5:27 p.m. A motion was made by Jeff Moore and seconded by Gregg Elder to provide the Trust financial and support services employees the same salary increase as in regular course of duties and enter into a personal service contract with the Trust financial employee based on current monthly rate of Trust reimbursements and the percentage increased rounded to the nearest 100. The motion passed unanimously.

### **Discussion of Trust Dissolution Documentation**

The Trustees' discussed with legal counsel the necessary documentation needed to dissolve and ultimately terminate the Trust. A district and EEA representative will collaborate to execute an agreement for mutual Trustee action.

### **Adjournment**

The meeting was adjourned by Adam Goldstein at 5:50 p.m.

Sincerely,

Larry Fleckenstein  
Secretary

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