

BRIDGMAN PUBLIC SCHOOL DISTRICT
Bridgman, Michigan
Organizational Meeting Minutes
January 13, 2025

Call to Order: The Organizational Meeting of the Bridgman Public School District Board of Education was held on Monday, January 13, 2025. The meeting was called to order by President Eric Ramso at 6:31 p.m.

Members Present: Eric Ramso, Wayne Hall, Brad Owen, JoAnn DeMeulenaere, Nancy Hawley, and Tom LaVanway

Members Absent: Tishia Roberts

Election of Board Officers: See Attached

Approval of the Proposed Bylaws: It was moved by Member DeMeulenaere, supported by Member LaVanway, to approve the proposed bylaw to identify district's legal status (as general powers district) and the district's official name (Policy #0111). Motion carried 6-0.

It was moved by Member DeMeulenaere, supported by Member Hawley, to approve the Board's general functions (Policy #0131.1, 0132.1, 0133). Motion carried 6-0.

It was moved by Member Owen, supported by Member Hall, to establish January as the month for future Organizational Meetings (Policy #0151). Motion carried 6-0.

It was moved by Member LaVanway supported by Member Hawley, to establish Board Officers (Items a-h). Motion carried 6-0.

- a) Number (#0152)
- b) Titles (#0152)
- c) Duties (#0163, 0171.1, 0171.2, 0171.3, 0171.4)
- d) Terms (#0152)
- e) Eligibility (#0152)
- f) Method of Electing officers (#0152)
- g) Order of succession and method of filling vacancy (#0152)
- h) Method of removing an officer from office (#0152)

It was moved by Member Hawley, supported by Member Owen, to establish meeting requirements as follows (See Exhibit A): Motion carried 6-0.

- a) Time (at least monthly) and place of Regular Meetings (#0165.1)
- b) Form and method of notice to Board members for Regular Meetings (#0164.1)
- c) Purposes for convening Special Meetings (#0164.2)
- d) Method(s) of calling emergency meetings (#0164.3)
- e) Form and method of notice to Board members for Special Meetings (#0165.3)

It was moved by Member LaVanway, supported by Member Owen, to establish procedures for conducting Board meetings as follows: Motion carried 6-0.

- a) Agenda format and presentation (#0166) (See Exhibit B)

- b) Public participation rules (#0167.3)
- c) Rules of order (Robert's Rules of Order) (#0161)
- d) Actions, if any, in addition to Open Meetings Act provisions, requiring a roll call vote
- e) Style of minutes (#0168.1, 0168.2)

It was moved by Member Hall, supported by Member LaVanway, to establish a Board Committee System and Procedures (Policy #0155). Motion carried 6-0.

- a) Types of committees (standing, ad hoc, special, etc.)
- b) Name of each committee
- c) Charge to each committee
- d) Method of appointment of committee members
- e) Method of selecting or appointing committee chairpersons
- f) Determination of whether Board wishes to establish open meeting requirements for advisory committees
- g) Style of committee reports
- h) Method for receiving committee reports

It was moved by Member Hawley, supported by Member LaVanway, to establish a compensation system for Board members (e.g. per diem for attendance at Board Meetings and other authorized activities) (#0144.1) (*Currently \$520 annually, \$595 for president*). Motion carried 6-0.

It was moved by Member Hall, supported by Member Owen, to establish a system for reimbursement of Board member expenses (#0144.1). Motion carried 6-0.

It was moved by Member Owen, supported by Member Hawley, to establish a procedure for district membership in organizations (#0175, 0175.1). Motion carried 6-0.

It was moved by Member Hawley, supported by Member Hall, to establish a procedure for filling vacancies on Board to supplement (#0142.5). Motion carried 6-0.

It was moved by Member LaVanway, supported by Member DeMeulenaere, to approve any other matter related to effective and efficient functioning of the Board (MCL 380.11a) (see attached). Motion carried 6-0.

Adoption of Regular Meeting Day, Time And Place:

It was moved by Member DeMeulenaere, supported by Member Hall, to approve adoption of Regular Meeting day, time and places (See Exhibit A). Motion carried 6-0.

Adoption of Payment of Bills:

It was moved by Member LaVanway, supported by Member Owen, to approve adoption of payment of bills at Regular Meetings. Motion carried 6-0.

Posting of School Board Notice:

It was moved by Member DeMeulenaere, supported by Member Hall, to approve the designation of the Superintendent or his designee to be responsible for posting notice of school board meetings. Motion carried 6-0.

- Naming of Depositories:** It was moved by Member LaVanway, supported by Member Owen, to approve the naming of depositories for 2025. (See Exhibit C)
Motion carried 6-0.
- Naming of Signature Authorizations:** It was moved by Member Hall, supported by Member DeMeulenaere, to approve naming of signature authorizations for 2025 (See Exhibit D).
Motion carried 6-0.
- Berrien RESA Board of Education Representative:** It was moved by Member Owen, supported by Member Hall, to approve appointment of Member Tishia Roberts, as the Berrien Regional Education Service Agency Representative for 2025. Motion carried 6-0.
- Bridgman Foundation for Educational Excellence Trustee:** It was moved by Member DeMeulenaere, supported by Member Hawley, to approve appointment of Member Hall, as Trustee to the Bridgman Foundation for Educational Excellence for 2025. Motion carried 6-0.
- Berrien-Cass School Board Assoc. Representative:** It was moved by Member Hawley, supported by Member Owen, to approve appointment of Member DeMeulenaere, as the Berrien-Cass School Board Association Representative for 2025. Motion carried 6-0
- Appointment of Legal Counsel:** It was moved and supported to approve the appointment of Legal Counsel/Auditor for 2025.
1. Law Firm – Thrun Law Firm, P.C. of East Lansing, MI: Moved by Member Hawley, supported by Hall. Motion carried 6-0
 2. Labor Relations Consultant – Thrun Law Firm, P.C. of East Lansing, MI: Moved by Member Hall, supported by Member LaVanway. Motion carried 6-0
 3. Auditor – Kruggel Lawton CPAs of St. Joseph, MI: Moved by Member Hall, supported by Member DeMeulenaere. Motion carried 6-0
- Investment Resolution:** It was moved by Member LaVanway, supported by Member Owen, to approve the Investment Resolution of 2025 (See Exhibit E).
Motion carried 6-0.
- Public Comments:** None
- Adjournment:** It was moved by Member DeMeulenaere, supported by Member Owen, to adjourn. Motion carried 6-0 and the meeting adjourned at 6:45 p.m.

Minutes taken by Molly Owen, Superintendent’s Secretary.

Tishia Roberts, Secretary
Board of Education

2025

Election of Officers:

President:

Nomination of Eric Ramso
Supported by Member Hall

By Member Hawley

Motion to close nominations
Supported by Wayne Hall

By Nancy Hawley
Action 6-0

Roll Call Vote on Candidates:

Eric Ramso	<u>Y</u>
JoAnn DeMeulenaere	<u>Y</u>
Tishia Roberts	<u></u>
Brad Owen	<u>Y</u>
Wayne Hall	<u>Y</u>
Nancy Hawley	<u>Y</u>
Tom LaVanway	<u>Y</u>

Declared President Eric Ramso
Action 6-0

Vice-President:

Nomination of Wayne Hall
Supported by Member Owen

By Member Hawley

Motion to close nominations
Supported by Member Hawley

By Member Owen
Action 6-0

Roll Call Vote on Candidates:

Eric Ramso	<u>Y</u>
JoAnn DeMeulenaere	<u>Y</u>
Tishia Roberts	<u></u>
Brad Owen	<u>Y</u>
Wayne Hall	<u>Y</u>
Nancy Hawley	<u>Y</u>
Tom LaVanway	<u>Y</u>

Declared Vice-President Wayne Hall
Action 6-0

2025

Election of Officers (cont.)

Secretary:

Nomination of Tishia Roberts
Supported by Member Owen

By Member DeMeulenaere

Motion to close nominations
Supported by Member LaVanway

By Member Owen
Action 6-0

Roll Call Vote on Candidates:

Eric Ramso	<u>Y</u>
JoAnn DeMeulenaere	<u>Y</u>
Tishia Roberts	<u></u>
Brad Owen	<u>Y</u>
Wayne Hall	<u>Y</u>
Nancy Hawley	<u>Y</u>
Tom LaVanway	<u>Y</u>

Declared Secretary Tishia Roberts
Action 6-0

Treasurer:

Nomination of Brad Owen
Supported by Member Hawley

By Member DeMeulenaere

Motion to close nominations
Supported by Member LaVanway

By Member Hall
Action 6-0

Roll Call Vote on Candidates:

Eric Ramso	<u>Y</u>
JoAnn DeMeulenaere	<u>Y</u>
Tishia Roberts	<u></u>
Brad Owen	<u>Y</u>
Wayne Hall	<u>Y</u>
Nancy Hawley	<u>Y</u>
Tom LaVanway	<u>Y</u>

Declared Treasurer Brad Owen
Action 6-0