



## **DECEMBER 6TH 2020, CLOSED PLSC BOARD MEETING MINUTES**

**DECEMBER 6TH, 2020 – 10 AM – MICROSOFT TEAMS**

Board Members/Staff Present: Jessica Young, Jim Cavallaro, Rhianna Hess, Rob laria, Shannon Soldo, Kyle Nannenga, Kari Ornes, Stacey Ruelle

1. Meeting called to order at: 10:06 am – Kari Ornes and Stacey Ruelle signed off at 11:35 am
2. Had discussion with Stacey Ruelle and Kari Ornes regarding job responsibilities and important qualities to take into consideration when hiring for admin role. Stacey plans to stay on until March 2021 and will help train new employee. Will continue to help train as needed after March 2021.
3. Discussed with board direction of admin role. Rob, Jess, and Shannon will work on job description to be approved by the board in preparation for posting for the position.
4. Adjourn – at 12:45 pm