



*Volunteers in Education engages the community in the education of its students, supporting their growth and preparing them for productive citizenship.*

## **Volunteers in Education**

P.O. Box 668, Virginia, MN. 55792

### **VinE Board Meeting Minutes – December 16, 2024, noon**

Location: Gethsemane Church in Virginia, MN

- 1) Meeting called to order by Leigh Zika (Chair) at 12:01 p.m.  
In Attendance: Leigh Zika (Chair), Anita Skenzich (Vice-Chair), Debra Warner (Treas), Nathan LeBeque (Sec), Marjorie McPeak (Dir), Joe Uhan (Dir), Teresa de Venecia (Exec. Dir), and Emily Saukko (visitor).  
Absent: Paula Dundas (Dir)
- 2) Emily Saukko (Program Director) was introduced and welcomed by all.
- 3) December Agenda: adopted by consensus as printed, with date corrected to 16 Dec 2024, and November deleted from Item #5, Treasurer's Report.
- 4) Approval of Minutes – October 28, 2024. Accepted as printed.
- 5) Treasurer's Report: October 2024 Income and Expenses update. Income October 2024 \$5,250; Expenses \$6,332.71; checking account Balance August 31, 2024: \$46,458.51. November Treasurer's Report not completed, but Teresa stated the checking account balance on 30 November 2024 was \$43,987.89.  
Treasurer's report for October accepted as printed for filing.
- 6) Finance: Funding Update spreadsheet included in the Executive Director's report.
- 7) Executive Director Report: Teresa's report included:
  - a) Program Director Update: Teresa has been working closely with Emily as she assumes her duties as Program Director, including visits to schools for in-person introductions with the Site Coordinators.
  - b) Tutor Recruitment: On-going efforts to increase number of high school student tutors: National Honor Society members, as well as any high school student with a 3.5 or above GPA. Advertisements for tutors were placed in multiple Iron Range newspapers, and recruitment posters were placed in many community locations.
  - c) VinE Programming Update: spreadsheet summarizing the number of tutors, referred individual students, and referred classes in each of the nine schools served by VinE. Only Tower-Soudan and MIB have enough tutors for the number of referred students; all other schools need additional tutors to adequately service the number of referred students.
  - d) Board Director Recruitment: VinE still needs three additional Board members to have representation from every community served: one each from South Ridge (Culver), Cherry (Iron), and NE Range (Babbit).
  - e) Holiday greetings to VinE stakeholders: all tutors, teachers, and administrators received online holiday greetings.
  - f) Tutor Education: math and reading specialists at the NE Service Cooperative have been contacted regarding future tutor training opportunities, possibly in the second semester.

**2024/25 meeting dates:** October 28, 2024; December 16, 2024; February 17, 2025; April 21, 2025; June 16, 2025; August 18, 2025



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- g) Grants and Fundraising: submitted a \$4,150 grant request to Essentia Health Community Fund; if awarded, would be used to pay for 2024/2025 tutor education.
- h) 2024-25 Funding Update: spreadsheet listing Funding: Sources, Committed, Awarded, and Outstanding.

Executive Director's Report accepted for filing.

8) Old Business: None

9) New Business: None

10) Closing Remarks: Teresa provided additional information about candidates to represent VinE from the Cherry and South Ridge communities. Several possibilities have been identified from those two, but none yet from NE Range. Social time to immediately follow conclusion of Board business.

11) Meeting adjourned by Leigh at 12:35 pm.

Respectfully submitted,  
Nathan LeBeque (Sec)