**New Millennium Academy**

**Minutes - Building Company Meeting**

**January 27, 2021 @ 11am via Zoom**

1. The meeting was called to order by Tyler Dehne at 11:02am. Members present: Tyler Dehne, Mai Ka Yang and Jonathan Yang.
2. Recognition of Board Members appointed by New Millennium Academy Board of Directors:
   1. Tyler Dehne, BerganKDV, Outsourced Controller School Services
   2. Mai Ka Yang, New Millennium Academy, Director of Business and Operations
   3. Jonathan Yang, New Millennium Academy, Operations Supervisor
3. Review and Approval of Agenda:
   1. Mai Ka Yang motioned to approve the agenda as presented.
   2. Jonathan Yang seconded.
   3. All voted aye in favor.
   4. Motion carried.
4. Review Purpose and Organizational Structure of New Millennium Academy Building Company (NMA BC), including Articles of Incorporation and Bylaws:
   1. Mai Ka Yang motion to approve the Articles of Incorporation and Bylaws with no changes.
   2. Seconded by Tyler Dehne.
   3. All voted aye in favor.
   4. Motion carried.
5. Election of Officers: Tyler Dehne as President, Mai Ka Yang as Secretary and Jonathan Yang as Treasurer.
   1. Mai Ka Yang motion to approve the election of officers: Tyler Dehne as President, Mai Ka Yang as Secretary and Jonathan Yang as Treasurer.
   2. All voted aye in favor.
   3. Motion carried.
6. Designation of Signers on Corporate Account at Venture Bank:
   1. Tyler Dehne indicated that two signers is sufficient and NMA will not need an additional signer.
   2. Mai Ka Yang motion to keep both signers the same with Venture Bank as with Choice Bank.
   3. Seconded by Tyler.
   4. All voted aye in favor.
   5. Motion carried.
7. Tyler Dehne presented an overview of the interim December 31, 2020 financial statements.
8. Mai Ka Yang presented the Capital Assessment Plan completed by JBVang. The assessment determined multiple areas of recommended immediate fixes/repair and detailed inspections of the building throughout. Immediate fixes and repairs have been completed by NMA’s Operations team and the Operations team will be creating/preparing a Preventative Maintenance schedule based on the assessment.
   1. Mai Ka Yang motion to accept the Capital Assessment Plan.
   2. Seconded by Tyler Dehne.
   3. All voted aye in favor.
   4. Motion carried.
9. Other Business:
   1. Brooklyn Center City continues to owe $50,000. NMA’s new Facility Committee will follow-up and track down the amount.
10. Meeting Adjournment:
    1. Mai Ka Yang motioned to adjourn the meeting at 11:32am.
    2. Seconded by Tyler Dehne.
    3. All voted aye in favor.
    4. Motion carried.