

# Woodland School

(7224 Supply Road, Traverse City, MI 49696 Tel: 231-947-7474)

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## Board of Directors Organizational Meeting Minutes

Wednesday, July 9, 2025 at 5:45 PM

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- I. Call To Order – Jane Shank called the meeting to order at 5:50 pm.
- II. Roll Call – Present were Jane Shank, Grant Woods, Mary Wodzien, and newly appointed Board members Julie Nesky, and Dana Matson. Also present was Woodland School Director Rich Watson, and via Zoom Bethany Peek. Absent was Amy Fewless (not yet appointed).
- III. Approval of Agenda-A motion to amend and approve the agenda was made by Grant Woods. Item G was removed, and item F was modify. Item F now reads ‘Acknowledge the oath of office to newly appointed/reappointed Board members and that the affidavits were signed’. This motion was seconded by Dana Matson and approved unanimously.
- IV. Annual Organization
  - A. Assign temporary chair – Temporary chair was assigned to Rich Watson.
  - B. Approval of Board president – Jane Shank was nominated and approved for Board president by Mary Wodzien, seconded by Julie Nesky, and passed unanimously.
  - C. Approval of Board vice president – Grant Woods was nominated and approved for Board vice president by Jane Shank, seconded by Dana Matson, and passed unanimously.
  - D. Approval of Board treasurer – Dana Matson was nominated and approved for Board treasurer by Jane Shank, seconded by Grant Woods, and passed unanimously.
  - E. Approval of Board secretary – Mary Wodzien was nominated and approved for Board secretary by Jane Shank, seconded by Julie Nesky, and approved unanimously.
  - F. Acknowledge the oath of office to newly appointed/reappointed Board members and that the affidavits were signed - The appointments/reappointments were acknowledged by Mary Wodzien, seconded by Jane Shank, and passed unanimously.
  - G. ~~Appoint officers~~

A resolution to approve the following consent items, Items G to Item Q, that were individually reviewed, was made by Jane Shank, seconded by Grant Woods, and passed unanimously.

- G. Resolution indicating the Board will comply with all laws, rules, and regulations.
- H. Resolution setting date, time, and place of regular Board meetings and location of official posting for regular Board meetings.
- I. Resolution to designate fund depositories and authorized signatories for accounts
- J. Motion to bond Board President, Treasurer, and school Director.
- K. Motion to designate legal counsel (proposed: Kirk Huth Law, PLC).
- L. Motion to designate auditors (proposed: Gabridge & Company).
- M. Resolution to adopt the school calendar for the coming year. (Previously approved for 25-26 school year.)
- N. Motion to designate the Board member president as the Chief Administrative Officer of the school by name.
- O. Motion to designate contact persons for the following: Freedom of Information Act, Title VI, Title IX and Section 504 (proposed: Director); Sexual Harassment (proposed: Director, Axios HR Service)

Representative, and Custodial Board Chair); AHERA contact (proposed: Director); School Safety Liaison (proposed: Director); SVSU Compliance Person (proposed: Director).

P. Motion to reaffirm all Board policies.

Q. Motion to assign and/or create Board committees if needed.

R. Public Comment – none presented

V. Adjournment – The meeting was adjourned at 6:09 pm with a motion made by Mary Wodzien, seconded by Dana Matson, and passed unanimously.

Mary Wodzien, secretary



Date

8/13/25