

Badlands Head Start: Prenatal to Five
Special TREC Board Meeting
Minutes

Meeting Date: July 2nd through 6th, 2020

Place: Belle Fourche Office – Email Vote

Roll Call: Members present: Brad Brunner, Elizabeth Christian and Janine Short

Roll Call: Quorum Established? Yes

Recommendation to approve the expenditure of up to \$12,000 for laptops

The following email was sent to the entire board on July 2nd at 9:02 a.m.:

Greetings TREC Board,

We are requesting approval for an expenditure of up to \$12,000 to purchase new laptops. Due to COVID-19 and the move to remote services, there is extra money in the budget that normally would have gone to direct services, fuel and utility costs. The move to remote services has greatly reduced these costs and has created a surplus of funds. Many of the laptops administrative staff are using are 5-10 years old and out of date. We would like to take this opportunity to upgrade these laptops. Our IT provider has given us quotes for two different laptops, the specifications of which are below. We are intending on purchasing 9 or 10 of them. Purchasing these laptops will not create an ongoing maintenance cost as our IT contract is no longer per machine. Most will go to replacing the older laptops in the admin office, though some will go to direct services staff. The old laptops will be kept on hand for use during work at home periods or during conferences. Please review the specifications and have **votes in by 5pm on Monday, July 6th 2020.**

We are looking at purchasing approximately 9 laptops. Looking at the top choice.

Lenovo ThinkPad E15 15.6" i5-10210U 1.6GHz 8GB/256GB SSD, W10Px64	\$950
Lenovo ThinkBook 15.6" i5-1035G1 1GHz 8GB/256GB SSD W10Px64	\$870

___ I vote to **APPROVE** the expenditure of up to \$12,000 for new laptops

___ I vote to **REJECT** the expenditure of up to \$12,000 for new laptops

Warm Regards,

Andee (Amanda) Schwend

TREC-Badlands Head Start: Prenatal to Five
HR Specialist / Admin Assistant
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Brad Brunner voted to approve the expenditure of up to \$12,000 for laptops
Elizabeth Christian voted to approve the expenditure of up to \$12,000 for laptops
Janine Short voted to approve the expenditure of up to \$12,000 for laptops

Meeting adjourned at 5:00 PM on July 6th, 2020.