

1. Call to Order

The regular meeting of the MBA Board was called to order at **7:01 PM**.

A quorum was present.

2. Roll Call

Present = P | Absent = A

Organization	Representative	Representative	Alternative
Trinity	Dustin Johnson (P)	Steve Knape (A)	Michael Ferry-Curtis (P)
Minnehaha	Jerry Grouzis (A)	Aaron Zahn (P)	George Hahn (A)
Scottish Rite	Brian Mehlhaff (P)	Harlan Danielson (A)	Tim Schendel (A)
OES	Valori Maher (P)	Mark Kopejtka (A)	Lisa Russel (A)
DON	Dawn Rice (A)	Diane Knott (P)	CarrisaEllen Saunders (A)
Shalaal Grotto	Brian Pulling (P)	Cody Christianson (P)	Jeff Bruce (A)
York Rite	Chad Gruis (A)	Greg Stensaas (A)	
MBA	Jeff Sutter (P)		

3. Approval of Minutes

The minutes from the prior meeting had been distributed to members before the meeting.

Motion: To approve the prior meeting minutes as distributed.

Second: Motion seconded.

Vote:

- Ayes: Unanimous
- Opposed: None

Result: Motion carried. The prior meeting minutes were approved.

4. Secretary's Report

No additional Secretary's Report was stated in the provided summaries.

5. Treasurer's Report

Aaron Zahn presented the Treasurer's Report.

Reported highlights included:

- Three Grotto per capita payments remain missing.
- The Board discussed whether late per capita payment penalties should be added to the future bylaws.

Motion: To accept the Treasurer's Report as presented.

Second: Motion seconded.

Vote:

- Ayes: Unanimous
- Opposed: None

Result: Motion carried. Treasurer's Report accepted.

Assignment: Proposed bylaw language addressing late per capita payment penalties will be drafted for future consideration.

6. Reports of Committees

IT Committee

Back Door Access System

The back door rearchitecture project has been completed. The back door is operational with a keypad.

Acknowledgement was given to Aaron Zahn, Mitch Mullens, Chad Christianson, Cody Christianson, and other volunteers who assisted with the project.

Building Access Code Policy

The IT Committee reported that some building access accounts are being shared with non-Masonic individuals, creating a recurring safety and security issue.

The Board was advised that any access account found to be shared will be automatically disabled without warning.

Temporary access codes may be requested from the IT Committee for specific needs.

Calendar System

The IT Committee reported that the prior calendar system failed. The committee is attempting to restore the previous entries and associated data.

The committee recommended moving to Google Workspace as a hosted software-as-a-service calendar and administrative solution. The proposed solution would:

- Cost approximately **\$14 per user per month**.
- Begin with three core administrative users.
- Require no local maintenance.
- Allow secretaries to book rooms directly.
- Provide branded email addresses.
- Support a shared room reservation calendar.
- Improve reliability and redundancy.

Motion: To approve implementation of Google Workspace for calendar and administrative use, beginning with three core users.

Second: Motion seconded.

Vote:

- Ayes: Unanimous
- Opposed: None

Result: Motion carried. Google Workspace implementation approved.

Assignment: The IT Committee will set up Google Workspace for the core administrative users, ingest exported calendar data if available, configure a shared room reservation calendar, and roll out the solution to secretaries and relevant bodies.

Building Committee

The Building Committee reported on security, plumbing, maintenance, and facility access matters.

Scottish Rite Clinic Access

Following the new keypad installation, the Scottish Rite clinic was unable to enter using the prior manual code.

The Board discussed providing the clinic with specific access accounts limited to designated doors and configurable hours. This approach is intended to improve access control and reduce the propping open of fire doors.

The proposed access-control upgrade includes:

- Electronic magnetic lock
- Keypad
- Exit button
- Door controller
- Wiring and related hardware

Hardware costs were estimated at approximately **\$800**, taking into account an already-purchased magnetic lock.

The Board discussed that the building should bear the cost because the improvement benefits overall building security.

Motion: To install an electronic magnetic lock, keypad, exit button, and controller for the Scottish Rite clinic's secondary door.

Second: Motion seconded.

Vote: Approval status requires confirmation from the official record.

Result: Motion pending final confirmation based on installer capacity and formal approval status.

Assignment: The IT Committee and Building Committee will design and install the electronic access control system for the Scottish Rite clinic's door using existing hardware where feasible and staying within the previously approved budget for similar projects.

Plumbing Repairs

Roto-Rooter repaired drains for a drinking fountain and a dressing room sink.

A trap outside the dressing room could not be repaired. A bill from Roto-Rooter is expected.

The downstairs drinking fountain drain had been clogged with coffee grounds, and a sign was posted to prevent recurrence.

Assignment: The Building Committee will determine next steps for the unresolved trap issue outside the dressing room.

Basement Flood / Ice Maker

An ice maker filter caused flooding in the basement.

The water was cleaned up, and fans remain in use to dry the clinic carpet.

Members discussed checking whether the ice maker is covered by a service contract or warranty.

Locked Cabinet Access

During the basement flood, access to water shutoff valves under locked sinks was not possible.

The Board discussed the need for working keys or copy sets for cabinets containing plumbing access.

It was noted that a previous member may have auxiliary keys.

Motion: To open locked cabinets if working keys are not produced by the end of the week.

Second: Motion seconded.

Result: Motion status requires confirmation from the official record.

Assignment: Working keys or copy sets will be obtained for all locked cabinets with plumbing access.

Assignment: If no responses are received from the identified contacts by the end of the week, arrangements will be made to open the locked cabinets and document which cabinets were opened and why.

Electrical Outlet and Lights

A complaint regarding a vacuum was resolved when the issue was determined to be a faulty outlet.

Tom Anderson has been contacted to repair the outlet and lights in the big room.

Stage Clutter

Clutter on the stage is scheduled for removal on **23JUL26**.

Assignment: Stage clutter will be cleared as scheduled.

Lawn Mowing

The lawn mowing work being performed by Mitch Mullins was reported as satisfactory.

Boiler Room Fire Door

The Board discussed the need to ensure the boiler room fire door remains closed.

Assignment: The fire-door policy will be reinforced with tenants and building users.

7. Unfinished Business

NAI Building Review and Future Location Strategy

The Board received an update regarding the NAI building review.

NAI is attempting to contact an adjacent property owner regarding the possibility of an offering involving all three properties.

The Board discussed future location strategy, including whether the organization should consider renting rather than owning in order to reduce maintenance responsibilities.

The Board also discussed the possibility of partnering with a church or other organization to make a future space more affordable.

NAI will assist with a needs assessment to determine square footage, layout, and essential operational requirements for each body.

Assignment: Criteria for potential partners, lease types, tenant responsibilities, and future space requirements will be evaluated as part of the needs assessment process.

8. New Business

Back Door Mural

Cody Christianson presented a proposal from a lodge artist to paint a Masonic mural on the newly primed back door.

The proposed mural would include a wood-grain background and gold-leaf square and compass. The artist requested only that paint costs be covered.

Motion: To approve payment for paint costs for a back door mural featuring the square and compass.

Second: Motion seconded.

Vote:

- Ayes: Unanimous
- Opposed: None

Result: Motion carried. Paint costs approved.

14th Street Door Artwork

The Board discussed possible artwork for the 14th Street-facing door to represent all building bodies.

The decision on the 14th Street door design was deferred.

Assignment: The “Masonic tree” design will be brought to the next meeting for review.

Assignment: Cost comparison, design approval criteria, budget, funding source, and timeline for the 14th Street door artwork should be established before final approval.

9. Adjournment

The President called for further business. Hearing none:

Motion: To adjourn the meeting.

Second: Motion seconded.

Result: Motion carried. The meeting was adjourned.

Certification

Respectfully submitted,

Cody Christianson

Date: 24JUL26