

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
BOARD OF DIRECTORS
MINUTES OF THE JUNE 20, 2018 MEETING

The March meeting of the Board of Directors of the Southeast Nebraska Development District (SEND) was held at the Country Inn and Suites Board room located at 5353 No. 27th St., Lincoln, NE 68521.

I. CALL TO ORDER

The meeting was called to order by SENDD Chair Lisa Hurley at 7:03 PM. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act was posted in the meeting room at the SENDD Office and is available for viewing by the public. The SENDD Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

Roll was taken using the Record of Attendance sheet. Quorum was present.

Name	Representing	Name	Representing
Kurt Bulgrin	York County	Jerry Divis	Home Real Estate
Terry Frank	Richardson County	Patt Lentfer	Fillmore County EDC
Roger Glawatz	Seward County	Bob Mueller	Fillmore County
Stephanie Shrader	Private Business Consultant	Cheryl Brandenburgh	Black Hills Energy
Lisa Hurley	York County Econ. Dev.	Bob Berggren	Rose Colored Glass
Daryl Long	Peru State College - retired	Dan Mauk	Nebraska City ADC
Leroy Hanson	Saunders County	Dave Bruning	Thayer County
Ron Seitz	Pawnee County	Russ Karpisek	Saline County
Robert Hutton	Nemaha County		

Staff members present were Tom Bliss, Trey Ertmer, Betsy Goodman, Jim Warrelmann, Jaclyn Fee, Kim Pham, and Crystal Dunekacke.

II. ADOPT AGENDA

Chair Hurley called for a motion to adopt the agenda for the June 20, 2018 SENDD Board of Directors meeting. Discussion occurred in regards to amending the agenda to include June 13, 2018 minutes from the SENDD Budget Committee meeting. It was determined the amended agenda was not posted 24 hours in advance. Moved by Mauk to approve the original agenda, seconded by Shrader. Motion passed unanimously on a vote by acclamation. Chair Hurley asked if this June 13, 2018 minutes could be included on the July 2018 Executive Committee agenda.

III. APPROVAL OF MINUTES

Minutes of the May 29, 2018 SENDD Executive Committee Meeting were distributed prior to the meeting. No corrections or additions to the previous meeting minutes were provided. Chair Hurley called for a motion. Moved to approve by Bulgrin, seconded by Mueller. Motion passed unanimously on a vote by acclamation.

IV. TREASURER'S REPORT

Check Register Report – The May 2018 Check Register Report was presented. Discussion occurred. Chair Hurley called for a motion. Moved to approve by Mueller, seconded by Brandenburgh. Motion passed unanimously on a vote by acclamation.

Balance Sheet – The May 2018 Balance Sheet was presented. Discussion occurred regarding the Assets not matching the Liabilities. Similar questions took place on the Profit and Loss statements. Chair Hurley called for a motion. Moved to table both the Balance Sheet and Profit and Loss Statement by Shrader, seconded by Brandenburgh. Motion to table passed unanimously on a vote by acclamation.

V. COMMITTEE REPORTS

1. Personnel Committee Report: The committee did not meet. Chair Hurley updated the SENDD Board on the status of the agency's Housing staff.
2. Budget and Finance Committee Report: Chair Hurley reported the committee met on June 13, 2018 to discuss proposed 2018-2019 SENDD Budget.
3. Nominating Committee Report: Mauk reported that he and Brook Aiken had approached Marguerite Himmelberg and Rex Nelson to serve on the SENDD Board. They will replace Shrader and Brandenburg. Himmelberg is Director for Client Solutions and Workforce Development at Southeast Community College. Nelson is a former economic development professional that works with University of Nebraska-Extension as a Community Vitality Educator.

VI. NEW BUSINESS

1. Action Item – 2018-2019 SENDD Budget:

The SENDD Budget and Finance Committee presented the recommended 2018-2019 SENDD budget, which was included in the Board packet. Bliss provided a brief overview. Specific attention was drawn to line items that deviated from the previous year's forecasts. Discussion took place. Chair Hurley called for a motion. Divis made the motion to approve the Budget and Finance Committee's recommended 2018-2019 budget, seconded by Bruning. Motion passed unanimously on a vote by acclamation.

2. Action Item – Nominating Committee: Mauk presented on proposed slate of nominees. (Please see Nominating Committee Report above.) Chair Hurley called for a motion. Mauk made a motion to approve the recommended nominees as presented, seconded by Glawatz. Motion passed unanimously on a vote by acclamation.

3. Action Item – Election of Officers: The slate of SENDD officers was presented: Bulgrin, Chair; Tiemann, Vice-chair; Glawatz, Secretary; and Mauk, Treasurer. Chair Hurley, Matt Raber, and Brandenburg are vacating their offices. Chair Hurley called for a motion. Karpisek made the motion to approve the slate of officers, seconded by Brandenburg. Motion passed unanimously on a vote by acclamation.

4. Action Item – Comprehensive Economic Development Strategy (CEDS) Committee Appointment: Bliss presented on the Action Item. SENDD staff is presently writing the 2018 CEDS. A key piece to this process is identifying a CEDS Strategy Committee. The role of the committee is to provide guidance and advice on the draft documents. Additionally, the Strategy Committee will recommend the CEDS to the full SENDD Board of Directors. Bliss offered a timeline for the CEDS. Discussion occurred. Chair Hurley determined this action did not require formal approval since it is part of the CEDS process. No comments.

5. Action Item – Establishing 2018-2019 Hourly Rates: Bliss presented on the Action Item, which was included in the Board packet. Discussion took place with no changes to the proposed Member Hourly Rate. Shrader made the suggestion to change the SENDD hourly rates to \$75 (previously \$85) for member communities, and \$110 (previously \$100) for non-member communities. Chair Hurley called for a motion. Bulgrin made the motion to accept Shrader's proposed changes, seconded by Glawatz. Motion passed unanimously on a vote by acclamation.

6. Discussion Item – SENDD's 2018-2019 Goals: Bliss presented on the Discussion Item. Due to time limitations, Chair Hurley asked if this could be discussed at a future board meeting or strategic planning session. No comments.

VII. OLD BUSINESS

1. Comprehensive Economic Development Strategy (CEDS) Update: Goodman provided a brief update on the CEDS progress. A handout was distributed that included a link to the SENDD CEDS survey. All Board members were encouraged to visit the site and take the survey.

VIII. OTHER BUSINESS

1. Staffing update: No staffing update.

IX. STATUS/STAFF REPORTS

1. Community and Regional Planning Activities: Dunekacke and Warrelmann gave updates on various projects. Reports from staff of activities and programs/initiatives were distributed prior to the meeting. Present SENDD staff members offered updates. For additional information please see staff reports.
2. SERN/P4P Updates:
 - A. Next SERN Meeting: Dunekacke discussed SERN meetings. Information on the next quarterly meeting is forthcoming.
 - B. Next SET /P4P Meeting: Dunekacke updated the SENDD Board on the SET P4P process.

X. REPORT OF BOARD CHAIRPERSON

Chair Hurley thanked the board and staff.

XI. REPORT OF EXECUTIVE DIRECTOR

Bliss provided a brief report.

XII. NEXT MEETING

1. SENDD Executive Committee: Next meeting is July 19, 2018 at noon at the SENDD-Lincoln office.
2. Full SENDD Board Meeting: The next Full SENDD Board meeting is September 20, 2018.

XIII. EXECUTIVE SESSION REGARDING PERSONNEL MATTER

Hurley asked to go into Executive Session at 8:27 P.M. She requested that all SENDD staff leave the room. Brandenburg made the motion to go into Executive Session, Divis seconded. Roll call was taken. All in favor. At 8:54 P.M. Mueller made the motion to come out of Executive Session, Glawatz seconded. Roll call was taken. All in favor. No action was taken.

XIV. ADJOURNMENT

There being no further business to come before the Full SENDD Board of Directors per the agenda, Chair Hurley adjourned the meeting at approximately 8:55 P.M.

Respectfully Submitted:

Tom Bliss
Secretary Pro Tem