

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF THE SEPTEMBER 17, 2020 MEETING

The September 17, 2020 meeting of the Board of Directors of the Southeast Nebraska Development District (SEND) was held at Valentino’s Pizza located at 70th and Van Dorn, Lincoln, NE.

I. CALL TO ORDER

The meeting was called to order by SEND Chair Kurt Bulgrin at 6:34 P.M. 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 location and was available for viewing by the public. The SEND Board of Directors reserves the right to go into executive session in accordance with Section 84-1410.

Roll was taken using a sign in sheet. Quorum was present with 16 members in attendance.

Name	Representing	Name	Representing
Marguerite Himmelberg	Southeast Comm. College	Erich Tiemann	Gage County
Terry Frank	Richardson County	Dan Mauk	Nebraska City ADC
Rod Reisen	Bank of Ashland	Kurt Bulgrin	York County
Ralph Graham	Fillmore County	Ken Schmieding	Seward County
Gale Pohlmann	Jefferson County	Jerry Divis	Home Real Estate
Brook Aken	OPPD	Bob Berggren	Rose Colored Glass

Staff members present were Tom Bliss, Crystal Dunekacke, and Kim Pham.

II. ADOPT AGENDA

Chair Bulgrin called for a motion to adopt the amended agenda for the September 17, 2020 Board of Directors meeting. Divas motioned to approve the agenda as amended, seconded by Pohlmann. Motion passed unanimously on a vote by acclimation.

III. APPROVAL OF MINUTES

Minutes of the August 27, 2020 SEND Executive Committee Meeting were distributed prior to the meeting. No corrections or additions were provided. Chair Bulgrin called for a motion. Mauk motioned to approve the August 27, 2020 minutes as presented, seconded by Himmelberg. Motion passed unanimously on a vote by acclimation.

IV. TREASURER’S REPORT

Treasurer Mauk presented the Financial Report (Check Registry, Profit and Loss, and Balance Sheet) and Quarterly Loan Report ending August 30, 2020. Discussion occurred. Mauk and Bliss provided a brief overview of financials. Chair Bulgrin called for a motion. Reisen moved to approve the reports and statements as presented, second by Divis. Motion to approve passed unanimously on a vote by acclimation.

V. COMMITTEE REPORTS

1. Personnel Committee Report: The committee did not meet.
2. Budget and Finance Committee Report: The committee did not meet.

## VI. NEW BUSINESS

1. Action item – 2019-2020 SENDD Audit Presentation – Kerry Gustafsson with Dana F. Cole & Company, LLP: Gustafsson presented the 2019-2020 SENDD Audit. Discussion occurred. Chair Bulgrin called for a motion. Divis motioned to approve the 2019-2020 SENDD Audit as presented, seconded by Schmieding. Motion passed unanimously on a vote by acclimation.
2. Action Item – Approval to modify loan terms for Second Home Childcare: Bliss presented the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Mauk motioned to allow staff to modify the loan terms for Second Home Childcare, seconded by Himmelberg. Motion passed unanimously on a vote by acclimation.
3. Action Item – Permission to enter into project management contract with SEND, Inc. to perform project management services for the rehabilitation of a single family dwelling unit in Geneva: Bliss presented the action item, which was distributed prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Tiemann motioned to allow SENDD to enter into a project management contract with SEND, Inc., seconded by Aken. Motion passed unanimously on a vote by acclimation.
4. Action Item – Ratify all actions identified in SENDD’s minutes taken by the organization during the period of March through June 2020: Bliss presented the action item, which was distributed prior to the meeting. Chair Bulgrin called for a motion. Mauk motioned to ratify all actions identified in SENDD’s minutes for the period of March through June 2020, seconded by Divis. Motion passed unanimously on a vote by acclimation.
5. Action Item – Permission to enter into a contract with the Nebraska Department of Economic Development (DED): Bliss presented the action item, which was distributed prior to the meeting. This item was amended to the agenda prior to the meeting. Discussion occurred. Chair Bulgrin called for a motion. Divis motioned to allow SENDD to enter into a contract with the Nebraska DED, seconded by Pohlmann. Motion passed unanimously on a vote by acclimation.
6. Action Item – Approve SENDD to purchase a Portfol license fee for existing Revolving Loan Funds (RLF) program management: Bliss presented the action item, which was distributed prior to the meeting. This item was amended to the agenda prior to the meeting. Chair Bulgrin called for a motion. Pohlmann motioned to allow SENDD to purchase a Portfol license fee, seconded by Mauk. Motion passed unanimously on a vote by acclimation.

## VII. OLD BUSINESS

No old business.

## VIII. OTHER BUSINESS

1. SENAHC Update: Bliss provided a brief update on the SENAHC, including a Landlord Assistance Program.
2. SEND, Inc. Update: Bliss provided an update on SEND, Inc.

## IX. STATUS/STAFF REPORTS

1. Community and Regional Planning Activities – Staff reports were distributed prior to the meeting.
2. SERN Updates: No SERN update.

X. REPORT OF BOARD CHAIRPERSON

No report.

XI. REPORT OF EXECUTIVE DIRECTOR

Bliss provided an overview of agency projects and staffing updates.

XII. NEXT MEETING

1. Full SENDD Board Meeting (Business meeting and Dinner): December 10, 2020 in Lincoln at a time TBD.
2. SEND Executive Committee: October 22, 2020 at noon in Lincoln.

XIII. ADJOURNMENT

There being no further business to come before the Full SENDD Board of Directors per the agenda, Tiemann motioned to adjourn, seconded by Himmelberg. Chair Bulgrin adjourned the meeting at approximately 7:30 P.M.

Respectfully Submitted:

Tom Bliss, Secretary Pro Tem