

CENTRAL NEBRASKA ECONOMIC DEVELOPMENT DISTRICT

Board Meeting

April 22, 2014

This meeting was held at 2:00pm as a conference call with public meeting locations at: Loup City (Sherman County Courthouse), Bassett (North Central RC&D office), O'Neill (O'Neill City Office), and Cody (Community Center). Chairperson Niki Johnston called the meeting to order and roll call was taken with the following board members in attendance: Niki Johnston, Lou Ann Tooker, Kristine Gale, T. J. Ellermeier, Larry Griffith, and Trevor Lee. Staff members present were Executive Director Judy Petersen, Linda Hazen, Grant/Finance Manager, and Kathy Drake, Community Development Project Manager. Also in attendance was Tammy McGeorge, Village Clerk/business owner from Butte. The locations of the Open Meetings Act posters were noted and self-introductions followed.

A motion was entertained to approve the consent agenda which consisted of the minutes of the March 18, 2014 meeting, the financial report for March 30, 2014, and the monthly claims totaling \$4,725.14. **There being no questions concerning any of the above, a motion was made by Kristine Gale and seconded by Trevor Lee to approve the consent agenda as presented. All ayes. Motion carried.**

Old Business

Boundary Modification Update: At this time, Judy has received nine approvals to change CNEDD's boundary which will no longer include Howard County. These approvals constitute a quorum so she will now move forward with this project as requested by EDA.

Membership Drive: Linda Hazen is now officially a staff member which leaves a board position open. According to our by-laws, the board can appoint and approve a new member. A motion was made by Kristine Gale and seconded by Trevor Lee to approve Tammy McGeorge from Butte as a new board member representing the private sector. All ayes. Motion carried.

Atkinson Office/Website Update: The website has been switched over and is now hosted by Network Solutions (email also). The office phone has been disconnected and all calls now go directly to Judy's cell phone. At this time the office construction has not started. Rent will be negotiated for the new space. Desks will be removed soon.

New Business

2014-15 Strategic Plans: The format for this was well liked. It will be presented in total in May. It was thought that committees will be assigned to complete various issues on the plan. If there is anymore feedback regarding this planning, please email Judy.

Membership Drive: Judy's goal is to have committed funds by July 1st. She will be attending city/village meetings to explain this drive – committing for one or three years, but still only needing to pay for one year at a time if the councils so chooses. EDA requires that we have a certain amount of funding to match the grant. CNHD received \$25,000 from a grant which can be used toward our match but we still have to raise \$15,667. If anyone can help Judy by attending a meeting at the cities or villages please let her know.

Nuisance Contract: A draft of this contract was submitted to the board for discussion. The contracts have been reviewed by an attorney and seem to be in proper order. The Village of Taylor is a new customer for this program, as is Ainsworth who is paying partly through a grant they received. A motion was made by Lou Ann Tooker and seconded by Larry Griffith to approve the nuisance agreement as presented. All ayes. Motion carried.

Travel Requests: These were submitted for Judy to attend the NEDA conference in Valentine (356.56) and for her to be CDBG recertified at the training in Lincoln (\$646.04). A motion was made by Kristine Gale and seconded by T.J.Ellermeier to approve both of these expenses. All ayes. Motion carried.

Board member from Cody, Rocky Richards, joined the meeting at 2:50pm.

Committee Reports

Finance Committee: No report at this time.

Policy Committee: This committee has approved the Procurement Policy. It is basically the same as which CNHD adopted. It will be formally adopted at the Council of Officials meeting. A Succession Plan also needs to be adopted. This is to insure the continuous coverage of executive duties. A Conflict of Interest Policy must also be signed at the Council of Officials meeting. A motion was made by Kristine Gale and seconded by Trevor Lee to preliminarily adopt these policies subject to the final approval of the Council of Officials. All ayes. Motion carried.

Resource Development Committee: Trevor Lee reported on the services for fees. Needs assessment versus income survey was discussed. Other districts were contacted to determine costs. It was suggested that the Homebuyer workshop should be listed under service for fee. A motion was made by Larry Griffith and seconded by Trevor Lee to approve the services for fees and also including the Homebuyer's Workshop. All ayes. Motion carried.

Informational Items

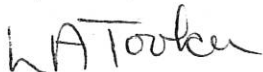
The CEDS are now on the website. A news release for public comment period will be open for thirty days. Results will go to EDA by May 30th. The EDA funds have yet to be accessed. Judy has one more step in this process to complete. It was determined that CNHD and CNEDD had different levels of insurance. The Finance Committee will look into coverage and expense, cost sharing, etc. Bids will go out by the end of May.

The CNEDD Board meeting and the Council of Officials meeting will be held on Tuesday, May 20th at the North Central RC&D building in Bassett. The Board meeting will take place at 10:00am with the Council of Officials meeting following. A quorum of twelve will be needed for the Council of Officials to act. The plan for this meeting is to be more interactive and "user friendly."

Judy is planning on revising board books for the directors, but will first focus on new board members. Emails should be printed out and placed in the books. This will alleviate much of the photo copying.

At this point, there being no further discussion, a motion was made by Kristine Gale and seconded by Rocky Richards to adjourn. All ayes. Motion carried. The meeting adjourned at 3:40pm.

Respectfully Submitted,



Lou Ann Tooker
Secretary