

**CENTRAL NEBRASKA ECONOMIC DEVELOPMENT DISTRICT**

**Board Meeting**

**January 17, 2014**

**Present:** Nikki Johnston, Kristine Gale, Trevor Lee, T. J. Elermeier, John Madsen, Lou Ann Tooker, Rocky Richards, Linda Hazen, Judy Petersen, CNHD Board of Directors

This meeting took place at the Atkinson City Office Council Chambers. Meetings of the CNEDD Board and the CNHD Board were held simultaneously but with separate agendas.

The CNEDD Board of Directors meeting was opened at 10:08am by Chairperson Nikki Johnston. The location of the Open Meetings Act poster was noted to all in attendance with self-introductions following.

**Agenda**

**There being no additions or corrections to the agenda, a motion was made by Trevor Lee to accept the agenda as presented. Kristine Gale seconded this motion. All ayes. Motion carried. Time: 10:10am**

**Minutes**

**A motion was made by John Madsen to accept the minutes from the meeting of December 20, 2013. This was seconded by T. J. Elermeier. All ayes. Motion carried. Time: 10:11am**

**Old Business**

*Housing Admin/Lead Services/Housing Inspection Bid & Contract Form*

Judy Petersen placed an ad for the above services and also sent letters of invitation to known organizations to bid services. One bid was received. Discussion took place until there were no further questions. **A motion was made by Kristine Gale and seconded by Rocky Richards to award CDS Inspection & Beyond with the bid for Housing Administration Services, Lead-Based Paint services, and other Housing related activities, for a 3 year term, effective immediately, and to approve the contract form between the CNEDD and CDS Inspections & Beyond. All ayes. Motion carried. Time: 10:24am**

*CNEDD Staffing*

Executive Director Search Committee Recommendation & Contract Form: Three resumes were received for this position; all were submitted to Tom Higginbotham and the EDA for review. **A motion was made by Lou Ann Tooker and seconded by Trevor Lee to hire Judy Petersen as the permanent CNEDD Executive Director and to approve the employment contract as presented. All ayes. Motion carried. Time: 10:42am**

*Amend 2013-2014 Budget*

Discussion took place regarding the budget. **John Madsen made the motion to table this item until the February meeting when more information would be available to make a decision on this topic. Trevor Lee seconded this motion. All ayes. Motion carried. Time: 11:00am**

*CNEDD Staffing*

Support Staff: **A motion was made by Kristine Gale and seconded by Trevor Lee to hire Linda Hazen and Melissa Krysl, following CNHD's award for Professional Staffing Services, to serve as CNEDD Grant/Finance Manager and CNEDD Marketing Specialist, respectively. All ayes. Motion carried.**

**Time: 11:03am**

Judy Petersen has placed an ad for additional support staff. A committee of Nikki Johnston, T. J. Ellermeier and Judy Petersen will review applications. Judy Petersen will handle the hiring of the new person and they will be introduced at the February meeting.

**New Business**

*EDA Scope of Work Amendment*

The scope of work which was submitted to EDA was very specific, whereas this amendment will be more generalized and include housing. **A motion was made by Rocky Richards and seconded by Kristine Gale to amend the EDA Scope of Work to include housing, and to submit the amendment request to EDA for final approval. All ayes. Motion carried. Time: 11:39.**

*Committee Assignments*

Policy Committee: John Madsen, Lou Ann Tooker, Judy Petersen

Finance Committee: Nikki Johnston, Kristine Gale, Judy Petersen

Resource Development Committee: Trevor Lee, Rocky Richards, T. J. Ellermeier, Judy Petersen

A new board member will be appointed from the Village of Butte for the February meeting. It was also suggested that perhaps Larry Griffith would like to be replaced in Sherman County due to his inability to attend board meetings.

John Madsen suggested that the current finance committee consisting of himself, Nikki Johnston, and Lou Ann Tooker be eliminated effective immediately. All financial decisions are now to be made by the executive director and the full board of directors. This was agreed upon by all.

The next CNEDD Board of Directors meeting will take place on February 18, 2014 with the place and time to be determined.

**There being no further business, a motion to adjourn was made by Trevor Lee with a second by Kristine Gale. All ayes. Motion carried. Time: 11:57am**

Respectively Submitted,

LATooker  
Secretary  
CNEDD Bd. of Directors