

SEND D

Southeast Nebraska Development District

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TO: SENDD Board of Directors
FROM: David R. Taladay, Executive Director
SUBJECT: Meeting Notice and Agenda
DATE PREPARED: March 13, 2014

MEETING NOTICE

A dinner/meeting of the Southeast Nebraska Development District's **Board of Directors is scheduled for THURSDAY, MARCH 20, 2014. PLEASE NOTE THAT the evening will begin with a 6:30 p.m. dinner which will be at the HY-VEE Store at 1601 No. 84th St. (corner of 84th and Holdrege St.) in Lincoln.** We will have the Club Room in the upstairs level. We will have the Fried Chicken/Roasted Chicken Dinner catered up to the room.

The business meeting, also to be held at the Club Room at the 2nd floor of the HY-VEE Store, is scheduled to begin at **approximately 7:00 p.m.** A current copy of the agenda is available for public inspection each workday, from 8:00 a.m. to 5:00 p.m., at SENDD's Lincoln office, 2631 "O" St.

Note to Board of Directors

Providing you have a conflict with this meeting date and will be unable to attend, ***please*** contact the SENDD Lincoln office and advise a staff member that you will not be present. Thank you.

BUSINESS MEETING

I. CALL TO ORDER (Approximately 7:00 P.M.)

- A.** Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the **Open Meetings Act** is posted in the meeting room at the SENDD Office and is available for viewing by the public.
- B. Roll Call:** Taken by registration of members in attendance with introduction of all members.
- C. Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.)
A potential partner has indicated a willingness to serve on the SENDD Board of Directors to fill a vacant position:

Bob Berggren (Stromsburg): Bob Berggren is the owner of the Rose Colored Glass in Stromsburg, a wine tasting room featuring Nebraska wines. He also operated the Scandinavian Inn, which is a local Bed and Breakfast. Bob is a member of the Stromsburg Chamber of Commerce, and the Chair of the local Business Retention and Development Committee (see attached bio). Mr. Berggren would complete the SENDD Board spot for Roberta Pinkerton who resigned in January. This position term would end on June 30, 2016. **Formal action to accept Mr. Berggren's nomination as a SENDD Board member is requested.**

II. MINUTES

- A.** Minutes of the January 16, 2014 Full SENDD Board Meeting and February 20, 2014 SENDD Executive Committee Meetings are enclosed with this notice/agenda. **A motion for approval of the Full SENDD Board minutes and acceptance of the SENDD Executive Committee minutes as written/amended will be sought.**

III. AGENDA ADJUSTMENTS

None

IV. FINANCIAL

- A. **Check Registry:** A copy of the February 2014 Check Registry is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report:** A copy of the February 2014 revenue/expense report is enclosed. **A motion to accept the reports as presented and/or amended will be sought.**
- C. **SEND D Membership Dues for Counties and Municipalities:** Membership dues were last adjusted for fiscal year 2009-2010, based upon Year 2000 Census populations for counties and municipalities in the 15-county District. For fiscal year 2013-2014, the rate of dues assessment rate remained the same as previous, as adjusted for 2010 Census populations. As we look forward to the budget for fiscal year 2014-2015, the Executive Director is recommending that the assessment rates remain the same based upon those 2010 populations. The membership dues received in the last four years have been approximately 20-22 percent of the total SEND D budget. A copy of the SEND D membership dues received for 2013-2014 is attached. **Formal action is requested.**
- D. **Other Financial:**

V. OLD BUSINESS

- A. **SEND D Personnel Policies:** Review of Personnel Policies in regards to Personal Leave and Flex Time as requested by Board members at the January Board meeting. A copy of the Personnel Policies is attached, along with notes on the history of Personal Leave and Flex Time policies (these documents was also distributed with the February 20, 2014 SEND D Executive Committee meeting agenda).

VI. NEW BUSINESS

- A. **EDA – Invitation to Submit Application for Fiscal Year 2014-2015:** SEND D has recently received an invitation from the Economic Development Administration for a Partnership Planning Program grant for fiscal year 2014-2015. (A copy of the e-mail is enclosed with the meeting agenda. We will soon be completing the first year planning project, under a three year program, as of June 30, 2014. This new application is for a 2nd year funding, dependent upon the final Federal budgets and performance by SEND D. This award will go back to the 100% allocation level of 2012, with a \$61,000 grant with a local match at 50% (\$61,000) for a total project of \$122,000. The application documents are due on March 24, 2014. The Executive Director is requesting approval of submitting an application and authorization for the Chair and/or Executive Director to sign all necessary documents. **Formal Action is requested.**
- B. **Intermediary Relending Program (IRP) Application with USDA-Rural Development:** On February 10, 2014 USDA-RD announced they were seeking applications for the Intermediary Relending Program (IRP). SEND D staff is considering the development and submittal of an application to the USDA-RD IRP program for capitalizing a “Regional IRP Loan Fund”. SEND D has two existing IRP loan funds, however almost all funds have been loaned out and are being repaid. SEND D is anticipating submitting an application for up to \$500,000 of IRP funding through USDA-RD. The deadline to submit an application for the USDA-RD IRP is March 31, 2014. The SEND D Executive Director is requesting consideration of the \$500,000 USDA-RD IRP application, as well as review/approval of the Resolution (enclosed with the meeting agenda) that authorizes SEND D to apply for and administer the IRP, as well as authorizes the Executive Director to sign the IRP loan documents. **Formal Action is requested.**

- C. **Appoint Budget and Nominating Committee:** The Executive Committee has previously been appointed by the SENDD Board to act as the Budget Committee and the Nominating Committee. It is anticipated that material for review of a proposed Budget for 2014-2015 would be available in May. The Nominating Committee reviews the officers and executive committee membership and provides recommendations to the full Board for a potential slate at the June meeting. **Formal Action is requested.**

VII. STAFF REPORTS AND REMINDERS

- A. **NROC Training Conference:** The Nebraska Regional Officials Council (NROC) has scheduled a 2nd Annual Training Conference for April 15-16, 2014 in Kearney. SENDD will have staff attend as part of the education component of the EDA Work Plan. *(II.2.-External Communications: The District will provide continuing education to staff members in community and economic development fields, in order to provide a better outreach to District membership.)*
- B. **Newsletter:** March 2014 Newsletter.
- C. **NAHP PreApplications:** Attached is a list of preapplications for Affordable Housing projects submitted to NDED by March 7, 2014 for communities and organizations supported by SENDD staff assistance.
- D. **SEND, Inc. Status:** The SEND, Inc. Board of Directors was notified on February 25, 2014 that the organization has been “certified” as a Non-Profit Development Organization (NDO) by the Nebraska Department of Economic Development (NDED).
- E. **SENDD Technology Upgrades:** Review of upgrades to equipment/software/process.
- F. **SERN Meeting:** Staff report on the most recent SERN meeting held February 20, 2014 at the Southeast Community College Entrepreneurship Center in Lincoln.
- G. **SCEDD Workshop – “Local tools for Community Progress”:** SENDD staff attended this workshop session and attached is a report of that meeting.
- H. **Future SENDD Board Meetings:** The Executive Committee’s next meetings are scheduled for April 17, 2014 and May 15, 2014. The next Full SENDD Board meeting is scheduled for June 19, 2014.

VIII. ADJOURNMENT