

# SEND D

Southeast Nebraska Development District

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**TO:** SENDD –Executive Committee  
**FROM:** David R. Taladay, Executive Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** May 22, 2014

## **MEETING NOTICE**

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, May 29, 2014. PLEASE NOTE THAT the luncheon will begin with a 12:00 NOON meal at the SENDD offices, 2631 "O" St. in Lincoln.** We will have Hy-Vee cater in a sandwich meal to the office. The business meeting would start at approximately 12:15 PM.

**Please note that we will have the opportunity for a telephone conference connection for those that cannot attend in person.**

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 Executive Committee**

**Bob Mueller, Leroy Hanson, Mary Koci, Bill Wenz, Tim McDermott, Cheryl Brandenburgh, Nick Harling**

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

## **MEETING AGENDA**

### **For those calling in for the Telephone Conference:**

After 12:15 PM-

- Call the toll free "dial-in" number.... 1-866-539-8224
- At prompt, enter the "conference code".... 3706231711 and follow any directions.

### **I. CALL TO ORDER**

**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

**C.** **Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.)  
**No action** – (See item VI. New Business, B. Nominating Committee)

### **II. MINUTES**

**A.** Minutes of the April 17, 2014 SENDD Executive Committee meeting are enclosed with this notice/agenda. **A motion for approval as written/amended will be sought.**

III. AGENDA ADJUSTMENTS

IV. FINANCIAL

- A. **Check Registry:** A copy of the April 2014 check registry report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report:** A copy of the April 2014 revenue/expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**

V. OLD BUSINESS

- A. **Response to Inquiry from Attorney General: Complaint on Housing Rehabilitation Program:** SENDD received a letter from the Nebraska Attorney General's Office on Friday, April 14, 2014. The correspondence requested a "response" to a complaint concerning a housing rehabilitation project in Prague, Nebraska. The complaint was inaccurate in several instances. The contract for housing rehabilitation was actually with the regional housing corporation, SENAHC, under a previous multi-county program HOME #008-OEHO-1164. SENDD did have a contract to provide Housing Management Services and so is certainly part of the project.

On behalf of SENAHC, under our operating agreement, the SENDD Executive Director prepared and submitted a response to the Attorney General's Office. See attached copy of the letter. A written request was recently received from the family members in the estate asking for a release of the lien on the property. With that action by SENAHC, the situation is resolved.

- B. **SENDD Equipment Upgrades:** Review of proposed upgrades in equipment and software.

VI. NEW BUSINESS

- A. **Budget Committee (for SENDD FY 2014 Budget Review and Recommendation at June SENDD Board meeting):** The Executive Committee has once again been appointed to act as the Budget Review Committee. Budget information will be sent out to Executive Committee members, serving as the Budget Review Committee, prior to the scheduled May 29 meeting for review. Items for review will consist of the following:

1. Review of SENDD FY 2015 Revenue Projections
2. Review of SENDD Annual Wage Worksheet
3. Review of SENDD Staff Salary History
4. Review of SENDD FY 2015 Draft Budget and Budget Comparison
5. Adoption of Budget Recommendation to be Presented to the Full SENDD Board of Directors

**Formal action by the Executive Committee is requested** as a recommendation to the Full SENDD Board for the June 19, 2014 scheduled meeting

**NOTE:** *Contents of Item #1 and #4 will remain under review and subject to updates between the date this meeting notice was mailed and the actual meeting date.*

- B. **Nominating Committee (for Elections at June SENDD Board meeting):** The Executive Committee has once again been appointed to act as the Nominating Committee. Attached is a SENDD Member Update which identifies the non-elected members and their terms of membership. It is anticipated that the Executive Committee will review membership, terms for non-elected members and officers, and will develop a slate of nominees for the following positions: Chair; Vice Chair; Secretary; and Treasurer for presentation at the full SENDD Board meeting in June. Current SENDD officers are as follows:

Chair: Bob Mueller, Fillmore County  
Vice-Chair: Leroy Hansen, Saunders County  
Secretary: Mary Koci, Seward County  
Treasurer: Bill Wenz, At-large representative

**Formal Action is requested**

**VII. STAFF REPORTS AND REMINDERS**

- A. Staffing Changes:** Kevin Burnison has submitted his resignation to SENDD as of May 31, 2014. Kevin previously sent out a notice to Board members. See the article in the May 2014 newsletter.
- B. Newsletter:** May 2014 Newsletter – distributed May 21, 2014.
- C. SERN Meeting:** See attached notice of the SERN meeting for May 22, 2014 in Beatrice. Staff will provide a report and/or minutes of the meeting.
- D. Next SENDD Meeting:** The next meeting of the Full SENDD Board is scheduled for June 19, 2014. Of particular interest will be Election of Officers and review of the SENDD Budget for 2014-2015.

**VIII. ADJOURNMENT**