

**TO:** SENDD Executive Committee  
**FROM:** David R. Taladay, Executive Director  
**SUBJECT:** Meeting Notice and Agenda  
**DATE PREPARED:** May 19, 2016

## MEETING NOTICE

A meeting of the Southeast Nebraska Development District's **Executive Committee is scheduled for Thursday, May 26, 2016.** This meeting will also serve as the SENDD Budget/Nominating Committee meeting for Fiscal Year 2016-2017. **PLEASE NOTE THAT the luncheon will begin with a 12:00 NOON meal at The Eatery-Private Dining Room, 2845 South 48th St. in Lincoln.** The business meeting will start at approximately 12:15 PM.

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

**Lisa Hurley, Kurt Bulgrin, Tim McDermott, Cheryl Brandenburgh, Erich Tiemann, Roger Glawatz**

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.

## BUSINESS MEETING

### **I. CALL TO ORDER (Approximately 12:15 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 and is available for viewing by the public. The SENDD Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

**B. Roll Call:** Taken by registration of members in attendance

**C. Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.)

**Doug Watts Resignation:** Doug sent us an email indicating he would be resigning. His work load has increased and he feels he does not have time for being a good board member. Doug also served as an at-large member of the SENDD Executive Committee. R. Paul Lambert of Plattsmouth has expressed interest in serving as an at-large member of the SENDD Executive Committee. Consideration for nominating R. Paul Lambert to fill Doug Watt's position on the SENDD Executive Committee is requested. **Formal action is requested.**

**Filling of Open SENDD Board Member Vacancies:** SENDD currently has three At-Large Representative positions to fill on the SENDD Board of Directors. Two potential partners have indicated a willingness to serve on the SENDD Board of Directors to fill vacant positions:

**TiAnn Allen (Talmage):** TiAnn Allen is the President and Director of Tri-Valley Bank in Talmage (see attached bio). TiAnn would occupy a vacant Non-Governmental Representative – Private Sector Representative position on the SENDD Board of Directors.

This position term would end on June 30, 2018. **Formal action to accept Ms. Allen's nomination as a SENDD Board member is requested.**

**Patt Lentfer (Fillmore County Development Corp.):** Patt Lentfer is the Executive Director of Fillmore County Development Corporation (FCDC). She has been the Executive Director with FCDC since 2001. Patt would occupy a vacant Non-Governmental Representative – Stakeholder Organization Representative position on the SENDD Board of Directors (previously occupied by Doug Watts). This position term would end on June 30, 2016 – to be considered for a new three year term at the June 16, 2016 Full SENDD Board Meeting. **Formal action to accept Ms. Lentfer's nomination as a SENDD Board member is requested.**

**Nomination of Officers/Review of Existing SENDD Membership Terms** – (See item VI. New Business, B. Nominating Committee)

## II. MINUTES

- A. Minutes of the April 21, 2016 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 2016 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 2016 revenue/expense report is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- C. **Contracts:** The Chair has requested the ability to have a consent vote to authorize the Executive Director to negotiate and enter into final contracts for the following proposed contracts between SENDD, organizations and/or communities/counties for services as identified. **Formal Action is requested.**

**EDA – Partnership Planning Grant:** The Regional Office of the Economic Development Administration has accepted the SENDD application for 2016-2019 (a three year term). The EDA office will shortly be forwarding the contract for a one year term of 2016-2017. This will include a planning grant amount of \$66,000 for the fiscal year, to be matched by SENDD with \$66,000 in costs. Request to authorized Chair and/or Executive Director to execute contract documents as required to obligate the contract. **Formal Action is requested.**

**LB 318 – Development District Funding:** Final Regulations have been approved at the Secretary of State. The Nebraska Department of Economic Development (NDED) will be distributing a contract to each District shortly. This program will provide grant funds to SENDD in the amount of \$80,275 for FY 2015-2016, with no match required. Request to authorize Chair and/or Executive Director to execute contract documents to obligate the contract. **Formal Action is requested.**

## V. OLD BUSINESS

### A. **Executive Director Reports:**

The Executive Director will report on the status of performance goals and other activities:

- Software review
- Office space review

- Staffing – Lincoln Office: The Executive Director has hired a new Administrative Assistant/Bookkeeper as a replacement for Sharon Taylor, who is retiring from full time service at SENDD as of May 31, 2016. Sally Bennett joined the SENDD staff on May 2, 2016. Sally has an extensive background in office management and bookkeeping/payroll in the local insurance industry.
- Staffing – Humboldt Office: An advertisement was recently sent out for a part-time Office Administrator position in the SENDD-Humboldt office. See attached notice.

## VI. NEW BUSINESS

- A. Budget Committee (for SENDD FY 2016-2017 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 Committee) prior to the scheduled May 26 meeting for review. **Formal action by the Executive Committee is requested as a recommendation to the Full SENDD Board for the June 16, 2016 scheduled meeting.**
- B. Nominating Committee (for Elections at June 16, 2016 Full 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: Lisa Hurley, York County Development Corporation  
 Vice-Chair: Kurt Bulgrin, York County  
 Secretary: Tim McDermott, Saline County  
 Treasurer: Cheryl Brandenburgh, Black Hills Energy
- Formal Action is requested.**
- C. Notice of Claim – Political Subdivision Tort Claim:** The City of Plattsmouth, along with SENDD, has been notified of a potential Political Subdivision Tort Claim. This involves a housing rehabilitation project that was completed in 2011. Discussion of potential legal action may be discussed. An Executive Session may be authorized. **Formal Action may be requested.**

## VII. STAFF REPORTS AND REMINDERS

- A. SENDD Newsletter:** May/June Newsletter.
- B. Southeast Nebraska Partners For Progress (SE P4P)/Strategic Economies Together (SET):** An update will be provided about the Strategic Economies Together (SET) process that is being facilitated through Southeast Partners for Progress (SE P4P).
- C. Statewide Housing Consortia:** The Executive Director attended a meeting of the Statewide Consortia on Housing on May 3, 2016. A brief report of the meeting will be provided.
- D. Southeast Nebraska Regional Network (SERN) Meeting:** The next Southeast Nebraska Resource Network (SERN) meeting is scheduled for June 2, 2016 in Geneva. Attached is a copy of the agenda for this meeting.
- E. Next SENDD Meeting:** The next meeting of the Full SENDD Board is scheduled for June 16, 2016 at the Hy-Vee located at 84<sup>th</sup> and Holdrege Streets in Lincoln. Of particular interest will be election of officers and review of the SENDD Budget for Fiscal Year 2016-2017.

## VIII. ADJOURNMENT