

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE
MINUTES OF THE JULY 17, 2014 MEETING

The regularly scheduled monthly meeting of the Southeast Nebraska Development District's Executive Committee was scheduled and held on Thursday, July 17, 2014. This meeting was conducted via teleconference.

I. CALL TO ORDER

A. The meeting was called to order by SENDD Vice Chair Leroy Hanson at approximately 6:33 P.M. at the SENDD-Lincoln office. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, a current copy of the Open Meetings Act was posted in the meeting room at the SENDD Office and is available for viewing by the public.

B. Roll call: The following 4 SENDD Executive Committee members were present: Leroy Hanson, Saunders Co.; Mary Koci, Seward Co.; Bill Wenz, At Large Representative; and Tim McDermott, Saline Co.

Executive Committee members absent (3): Robert Mueller, Fillmore Co.; Nick Harling, American National Bank; and Cheryl Brandenburgh, Black Hills Energy.

SENDD Staff members present were Dave Taladay and Craig Eberle, Lincoln

II. MINUTES

The previous Full SENDD Board meeting minutes from the June 19, 2014 meeting were included in the meeting packet that was sent out to the SENDD Executive Committee. Vice Chair Hanson asked the Executive Committee members in attendance if there were any corrections or additions to the previous meeting minutes. With no corrections or additions from the SENDD Executive Committee, Vice Chair Hanson called for a motion. Moved by Koci, seconded by McDermott to approve the minutes of the June 19, 2014 Full SENDD Board Meeting as presented. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; Wenz: Yes; McDermott: Yes. Motion passed unanimously on the roll call voice vote.

III. AGENDA ADJUSTMENTS

There were no agenda adjustments to be brought before the SENDD Executive Committee at this time.

IV. FINANCIAL

A. Check Registry: A copy of the June 2014 Check Registry report was sent out with the meeting agenda. SENDD Executive Director David Taladay briefed the SENDD Executive Committee on the check registry report. He indicated that checks paid out and received were pretty much in line with previous months. June 30 checks include excess personal leave balance reimbursements to SENDD staff. Upon conclusion of the briefing by Taladay, Vice Chair Hanson called for a motion. Moved by Wenz, seconded by Koci to approve the June 2014 Check Registry report as previously distributed. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; Wenz: Yes; McDermott: Yes. Motion passed unanimously on the roll call voice vote.

B. Revenue/Expense Report: SENDD Staff Member Craig Eberle stated that the June 2014 Revenue/Expense Report is not yet available. SENDD is currently working with their financial auditors on year-end adjustments for the final 6-30-14 financial numbers. It is anticipated that the June 2014 Revenue/Expense Report will be available for review at the August 21, 2014 SENDD Executive Committee meeting. With the June 2014 Revenue Expense Report being tabled until the next SENDD Executive Committee meeting, no formal action was required on the Revenue/Expense Report agenda item and none taken.

C. REAP Contract for Technical Assistance Specialist (R-TAS): Over the past few years, the Rural Enterprise Assistance Project (REAP) has entered into a contract with SENDD to provide a "Technical Assistance Specialist" to assist REAP clients in SENDD's service/membership area. Under the terms of the contract, the

Technical Assistance Specialist provided, on a referral basis from REAP, such services as business plan compilation, advisory assistance and financial packaging to new and existing small businesses. REAP recently submitted a new contract to SENDD to provide work under the requirements of a Technical Assistance Specialist for the period of July 1, 2014 through June 30, 2015. After review, the Executive Director has entered into this contract with REAP to provide work to meet the requirements of a Technical Assistance Specialist, for the maximum amount of \$3,125. The Executive Director is requesting retroactive approval for this action.

Eberle briefed the SENDD Executive Committee on the REAP Technical Assistance Specialist contract. He stated that over the past few years SENDD has partnered with REAP to provide technical assistance to new and emerging small businesses in the SENDD District. The funding under this contract has decreased over the past few years as REAP's funding from SBA for this partnership has been reduced. This year's contract is ½ the amount of last year's contract. Upon conclusion of the briefing by Eberle, Vice Chair Hanson called for a motion. Moved by Hanson, seconded by Koci to provide retroactive approval to the Executive Director to negotiate and enter into a contract with REAP in the amount of \$3,125 for the services of a Technical Assistance Specialist. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; Wenz: Yes; McDermott: Yes. Motion passed unanimously on the roll call voice vote.

D. Other Financial: There was no other financial information to discuss at this time.

V. OLD BUSINESS

A. SEND Equipment Upgrades: Taladay provided the SENDD Executive Committee with an update on proposed SENDD equipment upgrades. He indicated that SENDD just received a second equipment proposal from Ricoh. The Ricoh proposal came in rather high, so he has asked them to re-do the proposal at a lower cost. Ricoh's proposal includes 24-7 – 365 day tech support, which was not a part of Infinite Systems equipment upgrade proposal. Taladay will summarize and submit all of the equipment proposals to the SENDD Technology Committee (Brandenburgh, Hurley, Peterson) for their review. SENDD Vice Chair Hanson asked if the equipment upgrade proposals were from local companies. Taladay responded by stating that Infinite Systems is in Lincoln and Ricoh is in Papillion. No formal action was required on the SENDD Equipment Upgrades agenda item and none taken.

VI. NEW BUSINESS

A. EDA Annual Progress Report: The FY 2014 EDA Annual Progress Report for year one of the three year Partnership Planning Grant plan was submitted to EDA on June 30, 2014. A copy of this report was distributed with this meeting notice. Taladay informed the SENDD Executive Committee about this report to EDA. He stated that every year as a result of the EDA Planning Partnership Grant, SENDD is required to submit a narrative report based on the established work plan. This 40 page report identifies how SENDD meets all of these work plan requirements. Taladay stated that the EDA Annual Progress Report is a good indicator of what SENDD staff does. No formal action was required on the EDA Annual Progress Report agenda item and none taken.

VII. STAFF REPORTS AND REMINDERS

A. Newsletter: Taladay informed the SENDD Executive Committee that in the place of a July newsletter the SENDD 2013-2014 Performance Report will be sent out. The report is almost complete and they are working on getting hard copy reports to a printing company. He anticipates sending out an electronic copy in the next week or so. The SENDD 2013-2014 SENDD Performance Report will be sent out with the 2014-2015 SENDD Community membership dues packets, as well as to SENDD counties who have already received membership dues packets for FY 2014-2015.

B. 2014 NADO Innovation Award: Taladay briefed the SENDD Executive Committee about this award. He stated that earlier this year the National Association of Development Organizations (NADO) was requesting

projects to be submitted for consideration of a 2014 Innovation Award. Taladay stated that he submitted information on the SENDD EDA Regional Early Warning Siren project to NADO for consideration of this award. They were recently notified that the Regional Early Warning Sirens application has been chosen to receive a 2014 Innovation Award from NADO. Taladay continued by stating that approximately 90 projects received awards across the country, including two from Nebraska. The other Nebraska recipient was West Central Economic Development District (WCEDD) for their Nuisance Enforcement Program. Taladay indicated that an award ceremony will be held as part of the NADO conference taking place in Denver, August 22-26, 2014. He will be present at this conference to accept the award on behalf of SENDD.

C. SERN Meeting: Taladay stated that the next quarterly SERN meeting is scheduled for July 31, 2014 in Grafton. A copy of the meeting agenda was distributed with the Executive Committee meeting agenda.

D. Next SENDD Meeting: Taladay noted that next SENDD Executive Committee meeting is scheduled for August 21, 2014. The next Full SENDD Board meeting is scheduled for September 18, 2014 at Hy-Vee in Lincoln. SENDD Board Secretary Mary Koci asked if SENDD staff had made any county visits. Taladay responded by stating that SENDD staff have not attended any County Board meetings to discuss SENDD membership at this time. He plans to reach out to the counties soon to see if they want SENDD staff to attend any future County Board meetings to discuss SENDD services and recent activities.

VIII. ADJOURNMENT

There being no further business to come before the SENDD Executive Committee, Vice Chair Hanson called for a motion from the Executive Committee to adjourn the meeting. This motion was moved by Koci, seconded by Wenz. Vice Chair Hanson then proceeded with a roll call voice vote. Hanson: Yes; Koci: Yes; Wenz: Yes; McDermott: Yes. Motion passed unanimously on the roll call voice vote. The meeting was adjourned at approximately 6:50 P.M.

Respectfully Submitted:



Craig Eberle
Secretary Pro Tem