

SEND D

Southeast Nebraska Development District

www.sendd.org

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TO: SENDD Board of Directors
FROM: David R. Taladay, Executive Director
SUBJECT: Meeting Notice and Agenda
DATE PREPARED: September 10, 2015

MEETING NOTICE

A dinner/meeting of the Southeast Nebraska Development District's **Board of Directors is scheduled for THURSDAY, SEPTEMBER 17, 2015. PLEASE NOTE THAT the evening will begin with a 6:30 p.m. dinner which will be held at the NEBRASKA ASSOCIATION of COUNTY OFFICIALS (NACO) office building at 1335 "H" Street in Lincoln.** We will be using the conference room available at the facility. We will have the meal catered to the room. Parking will be available on the south side of the building.

The business meeting 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 and is available for viewing by the public.
- B. **Roll Call:** Taken by registration of members in attendance with introduction of all members.
- C. **SEND D Staff Introductions:** Brief introductions from SEND D staff members in attendance.
- D. **Board Membership:** (Appointments to fill vacancies and non-elected positions and terms.) There are currently two vacant positions on the Full SEND D Board of Directors. SEND D staff have been reaching out to potential partners to serve on the SEND D Board. **Formal action may be requested to accept any nominations of individuals who have been identified to fill one or both of the vacant Full SEND D Board Member positions.**

II. **MINUTES**

- A. Minutes of the June 18, 2015 Full SEND D Board Meeting, July 16, 2015 SEND D Executive Committee Meeting and August 20, 2015 SEND D Executive Committee Meeting are enclosed with this notice/agenda. **A motion for acceptance of the June 18, 2015 Full SEND D Board meeting minutes and July 16, 2015 SEND D Executive Committee Meeting minutes as approved by the Executive Committee will be sought. Approval by the SEND D Executive Committee of the August 20, 2015 SEND D Executive Committee meeting minutes will be sought.**

III. **AGENDA ADJUSTMENTS**

None

IV. FINANCIAL

- A. **Check Registry:** A copy of the August 2015 Check Registry is enclosed. **A motion to accept the report as presented and/or amended will be sought.**
- B. **Revenue/Expense Report:** Copies of the June 2015, July 2015 and August 2015 Revenue/Expense reports are enclosed. **A motion to accept the reports as presented and/or amended may be sought.**
- C. **HBE Presentation of SENDD Annual Financial Statements and Report of CPA:** Pat Meyer of HBE Becker, Meyer, Love, LLP is scheduled to present the reports for the financial status of SENDD during the 2014-2015 Fiscal Year. A copy of the FY 2014-2015 draft financial statements will be distributed to the SENDD Board prior to the meeting. **Formal Action for acceptance of the reports will be requested.**
- D. **Syracuse/Otoe County – NAHTF #15-TFHO-16056:** SENDD staff assisted the City of Syracuse in an application to the Nebraska Department of Economic Development (NDED) for a project under the Annual Cycle of the Nebraska Affordable Housing Program (NAHP). The City has been awarded \$420,988 of Nebraska Affordable Housing Trust Funds (NAHTF) to implement a countywide program of owner-occupied housing rehabilitation for at least 13-units, for income eligible homeowners in Syracuse and all of the incorporated communities in Otoe County. The Executive Director is requesting authorization to negotiate and enter into a contract for General Administration for an amount not to exceed of \$26,000. **Formal Action is requested.**
- E. **SENDD Bank Resolutions/Signature Cards:** Due to changes in officer positions on the SENDD Board of Directors, new signature cards are required for some SENDD bank accounts. The Executive Director is requesting discussion and approval of bank resolutions and authorization of the designated officers to execute new signature cards for various financial institutions. **Formal Action may be requested.**
- F. **Other Financial:**

V. OLD BUSINESS

VI. NEW BUSINESS

- A. **SENDD RBEG-RLF/SEND, Inc. Rural Microentrepreneurship Assistance Program (RMAP) Loan Project:** A loan was recently approved by the SENDD/SEND, Inc. Loan Committee at a Committee meeting held on 8-19-15 for a dance studio project in Ashland, NE. According to the recently adopted SENDD/SEND, Inc. Revolving Loan Fund Plan, details on the loan application are to be provided to the SENDD Board of Directors during scheduled meetings. A brief loan summary of the project has been enclosed with the meeting agenda.
- B. **SENDD Strategic Planning 2015-2016:** A discussion among SENDD staff and SENDD Board members present about strategic planning for the district during the current fiscal year. Discussion will involve staff input about opportunities for SENDD going forward.
- C. **Executive Director Position – Performance Goals and Time Table:** Request by the SENDD Chair for discussion about position evaluation and potential performance goals for the Executive Director position is requested. The Chair may request an Executive Session for this activity.

VII. STAFF REPORTS AND REMINDERS

- A. **SENDD 2014-2015 Performance Report:** Staff will provide an update on the status on the SENDD 2014-2015 Performance Report.
- B. **SENDD Membership Dues 2015-2016:** Staff report on status of dues requests sent out to communities and counties this year. Report on the new “Resolution to Join” and “Interlocal Agreements” proposed for counties.
- C. **LB 318 Funding:** SENDD staff will report on the status of LB 318 funding for Development Districts. The legislation has been approved, but rules and guidelines have not yet been developed. Members of the legislature appropriations committee are working with NDED on developing such guidelines. This funding is intended to be utilized by the District’s for outreach, programming, special services and potentially to assist the Nebraska Department of Economic Development (NDED) with programs, projects, communications, etc.
- D. **Southeast Nebraska Partners for Progress SET Program/Civic Engagement Forum:** The Southeast Nebraska Partners for Progress (P4P) was selected as a Stronger Economies Together (SET) region. A copy of the press release from USDA-RD was sent out with the meeting notice. A familiarization tour took place on August 29, 2015. A SET Civic Engagement Forum is scheduled for September 23, 2015 at Peru State College. A copy of the news release was included with the meeting agenda. Staff will provide information about the SET program and recent/future activities.
- E. **SERN Meeting – September 24, 2015:** The next Southeast Nebraska Resource Network (SERN) meeting is scheduled for September 24, 2015 at The Wheelhouse restaurant in Deshler. Attached is a copy of the agenda for that meeting.
- F. **NROC 3rd Annual Training Conference:** Some SENDD staff will be attending the 3rd Annual NROC Training Conference in Kearney on September 22-23, 2015. Enclosed with the meeting notice is the brochure with conference agenda. NROC, along with staff from EDA in the Denver Regional office, will be holding an EDA Roundtable from 2:00-4:00 P.M. on Wednesday, September 23.
- G. **MINK Meeting – September 18, 2015:** The next MINK meeting is scheduled for Friday, September 18, 2015 at the Grand Weaver Hotel in Falls City. Cost is \$10 for the “Taste of Nebraska” lunch experience. RSVP to David Branch at directorccms@sentco.net by Monday, September 14.
- H. **Future SENDD Board Meetings:** The next SENDD Executive Committee meeting is scheduled for October 15, 2015. The next Full SENDD Board meeting is scheduled for January 21, 2016.

VIII. ADJOURNMENT