

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT  
BOARD OF DIRECTORS  
MINUTES OF THE JANUARY 19, 2012 MEETING

The scheduled monthly meeting of the Board of Directors of the Southeast Nebraska Development District (SEND) was called to order by SEND Chair Robert Mueller at approximately 7:03 P.M. at the Ruby Tuesday Meeting Room located near 56<sup>th</sup> Street and Highway 2 (5508 S. 56<sup>th</sup> Street) in Lincoln. Items of SEND business were as follows:

**I. CALL TO ORDER**

A. Chair Mueller began the meeting by stating the following: 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: Roll call was taken by registration, which showed the following 20 Board members present: Bob Mueller, Fillmore Co.; Mary Koci, Seward Co.; Leroy Hanson, Saunders Co.; Bill Wenz, Saline Co.; Steven Lade, Otoe Co.; Jim Peterson, Cass Co.; Robert Curry, Johnson Co.; Bob Hutton, Nemaha Co.; Dave Bruning, Thayer Co.; Brad Stake, Pawnee Co.; Jim Davidson, Richardson Co.; Marvin Yost, Jefferson Co.; Kurt Bulgrin, York Co.; Rex Adams, Gage Co.; Doug Watts, Greater Wahoo Development; Jerry Divis, Divis Planning Services; Cassie Seagren, YCDC; Jeff Reynolds, REAP; Daryl Long, Peru State College; and Gus Brown, York (at large representative).

Board members absent (4) include: Mike Smith, Polk Co.; Stephanie Shrader, NCAEDC; Eric Leichty, Midwest Bank – Deshler; and Lowell Daisley, Cedar Creek (at large representative).

Staff members present were Dave Taladay, Craig Eberle, Emily Bausch, and Jen Olds, Lincoln; Kevin Burnison, Humboldt.

C. Board Membership: Dave Taladay indicated that he placed board membership on the meeting agenda in case a new board member appointment was necessary. SEND is still looking to fill three vacant slots on the Full SEND Board. There are no new board members to appoint at this meeting. No formal action was needed on Board Membership and none taken.

Given the good turnout at this evening's meeting, and the fact that many of the Full SEND Board members are new to serving on the SEND Board, introductions were held at this time. All Full SEND Board members introduced themselves to the group, as well as SEND staff members in attendance.

**II. MINUTES**

The minutes of the September 15, 2011 Full SEND Board meeting and October 20, 2011 SEND Executive Committee meeting were included in the meeting packet that was sent out to the Full SEND Board. Taladay indicated that a November 2011 Executive Committee was not held, nor a December 2011 Full SEND Board meeting. Chair Mueller asked the Full SEND Board members in attendance if there were any corrections or additions to the previous meeting(s) minutes. With no corrections or additions from the Full SEND Board, Chair Mueller called for a motion. Moved by Divis, seconded by Hanson to approve the minutes of the October 20, 2011 SEND Executive Committee Meeting as presented, as well as approve the minutes of the September 15 2011 Full SEND Board meeting minutes as presented. Motion passed unanimously on a vote by acclamation.

**III. AGENDA ADJUSTMENTS**

A. Taladay presented two agenda adjustments to the SEND Board. The first agenda adjustment is to be included under the V. Old Business section. The agenda adjustment is to be titled: D. SEND Regional Housing Rehabilitation Program as a Subcontractor to BVCA; HOME #05-ES-601-02; Project #07-002; 413 Whitman Ave., Plattsmouth (Scott Pohlmeier, Owner). The second agenda adjustment is also to be included under the V. Old Business section. The agenda adjustment is to be titled: E. Non-profit Development Organization: Progress in Developing an NDO for a Regional Revolving Loan Management Corporation.

Handouts describing these agenda adjustments were distributed to the Full SENDD Board members at the meeting. A formal motion on both agenda adjustments will be sought. Chair Mueller called for a motion. Moved by Brown, seconded by Bulgrin to approve the agenda adjustments as presented. Motion passed unanimously on a vote by acclimation.

#### **IV. FINANCIAL**

A. Check Registry: Copies of the October, November and December 2011 Check Registry reports were included in the meeting packet that was sent out to the Full SENDD Board. Taladay briefed the Full SENDD Board on the October, November and December 2011 Check Registry reports. He mentioned that revenues exceed expenses for October 2011 and November 2011, with expenses exceeding revenues in December 2011. Revenues exceeding expenses for October and November is primarily due to the EDA early warning siren project, as well as the collection of membership dues. SENDD collected the 25% match amount up front for each siren installation. These matching payments were received in both October and November 2011 from each county/community receiving a siren. These siren match payments overstated revenues for these months, as these deposits will eventually be paid out when SENDD is billed by the contractor (at the completion of each siren project). SENDD also continued to receive membership dues until October 31, 2011.

SENDD submitted payment for the first contractor billing in the amount of \$270,434.00 to Schmader Electric in December 2011. Eberle stated that the large gap between December 2011 revenues received (\$58,885.09) and expenses paid out (\$341,174.59) are primarily due to the EDA project drawdown for the 75% grant component. This drawdown is not listed in the revenue section of the December 2011 Check Registry report. This is because these funds are received via ACH deposit and not a check. SENDD received a drawdown deposit of \$208,093.38 from EDA in December 2011 for the grant component of the first siren contractor billing. This deposit is not listed on the December 2011 Check Registry Report. At the conclusion of this discussion Chair Mueller called for a motion. Moved by Koci, seconded by Lade to approve the October, November and December 2011 Check Registry reports as previously distributed. Motion passed unanimously on a vote by acclimation.

B. Revenue/Expense Report: Copies of the October, November and December 2011 Revenue/Expense reports were included in the meeting packet that was sent out to the Full SENDD Board. Taladay briefed the Full SENDD Board on the October, November and December 2011 Revenue/Expense reports. He stated that revenues are high in October and November due to final receipt of FY 2012 membership dues from counties and communities, as well as the receipt of the siren 25% match payments from communities/counties receiving sirens. This situation changed in December 2011, as SENDD paid the first siren contractor billing invoice that month. The December 2011 Revenue/Expense report represents 50% of the SENDD fiscal year. After a brief discussion by the Full SENDD Board, Chair Mueller called for a motion. Moved by Wenz, seconded by Watts to approve the October, November and December 2011 Revenue/Expense reports as previously distributed. Motion passed unanimously on a vote by acclimation.

C. Review of Membership Dues Received: A copy of the breakdown of SENDD Membership Dues received for FY 2011-2012 was included in the meeting packet that was sent out to the Full SENDD Board. Taladay briefed the Full SENDD Board on these reports. Taladay indicated that 76% of SENDD municipalities renewed their membership for the 2012 Fiscal Year. All 15 SENDD counties renewed their membership for the 2012 Fiscal Year. Approximately 92% of all membership dues requested were paid by member counties/municipalities. This is comparable to the 2011 Fiscal Year, when 93% of all membership dues requested were paid by member counties/municipalities. Taladay mentioned that SENDD lost seven municipalities that paid dues in FY 2011, and gained three that did not pay dues in FY 2011. No formal action was needed on the Review of Membership Dues Received agenda item and none taken.

D. Proposed Budget Amendment: Because quite a few projects have been recently extended into the 2012 calendar year, and original project budgets for income and expenses indicate a December 2011 end date, SENDD staff developed a FY 2012 SENDD Amended Agencywide Budget for review. A copy of this revised budget as of December 8, 2011 was distributed with the meeting notice. Eberle addressed the Full SENDD Board on the proposed FY 2012 Agencywide Budget Amendment. He stated that this budget was prepared in December with the anticipation of a Full SENDD Board Meeting being held during that month. Eberle began

by going over the amended revenues section of the report. He stated that these revenue streams include projected expendable revenues for all contracts in place, pending contracts, and other special contracts/grants of which SENDD should receive revenues from for the remainder of FY 2012. Revenues increased slightly from the adopted FY 2012 SENDD Budget. This is primarily attributed to the award of a \$61,000 EDA planning grant for FY 2012. SENDD anticipated that this may be reduced to \$40,000 in FY 2012, thus they only budgeted for this amount on the original FY 2012 Budget (adopted on June 16, 2011). However, SENDD received the full \$61,000 as was requested.

Eberle discussed the Budget Comparisons spreadsheet and proposed FY 2012 Amended Draft Agencywide Budget. He stated that adjustments were made to many of the expense categories, however most changes were minimal. Some of the more noticeable changes include increasing travel expense by \$6,000, and contractual services by \$18,850. Contractual services were increased due to raising the amount of SENDD match (50% grant/50% match) for the EDA planning grant from \$40,000 to \$61,000. The final figures show total expenses increasing by \$19,222.00 and total revenues increasing by \$7,252.10. This results in an estimated net surplus reduction of -\$11,969.90. Eberle indicated that the Amended Draft Agencywide Budget is still estimating a net surplus of \$161,094.56 for FY 2012. The FY 2012 Amended Draft Agencywide Budget reflects all revenues and expenses running through SENDD, with SENAHC showing a "zero" balance under total expenses and expendable revenues. After a discussion by the Full SENDD Board, Chair Mueller called for a motion. Moved by Lade, seconded by Seagren to approve the FY 2012 SENDD Amended Agencywide Budget as proposed. Motion passed unanimously on a vote by acclamation.

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

## **VI. OLD BUSINESS**

A. Nuisance Abatement Program: SENDD staff attended a training workshop in October 2011 developed by the West Central Nebraska Development District (WCNDD) for the implementation of a "Nuisance Abatement Program." Since that meeting, SENDD staff has been working on developing a proposal for a "Pilot Project" with a single community to start a nuisance abatement program. Taladay began briefing the Full SENDD Board on this issue. He stated that SENDD has had 4-5 inquiries from communities that are interested in a nuisance abatement program. Taladay mentioned that Emily Bausch has experience dealing with these types of issues, and has been working on a SENDD nuisance abatement program to be implemented as a "Pilot Project" in one of SENDD's member communities.

Bausch addressed the board on how the nuisance abatement program would work. She shared with the Full SENDD Board sample photos of what could qualify as nuisance type properties. Examples include dilapidated buildings, unlicensed vehicles, piles of debris and trash, etc. These items have to fit specific criteria of nuisance abatement. She then described the process that would be involved with this pilot project, as well as SENDD's role in this process. Bausch mentioned that there is a legal process involved, and the community must have the political will to enforce the program. SENDD's role would include (but not be limited to) facilitation/preparation of any ordinances, report preparation and filing, meetings, public hearings, legal documents, procedures, processes, etc. as well as program consultation and advisement to the community. Projector slides were then displayed to the Full SENDD Board on sample documents that would be used to implement a potential nuisance abatement program between SENDD and a member community. These slides included a proposed nuisance ordinance, sample contract between SENDD and the municipality, as well as a formula describing how costs are to be implemented and charged with the proposed program. Bausch described these sample documents in great detail.

An informative question and answer session followed the presentation by Taladay and Bausch. There seemed to be positive interest by the Full Board members in attendance about this potential nuisance abatement program. Board Chair Mueller asked what the timeframe would be from the start to actual cleanup. Taladay stated that the approximate time frame is 4-5 months. The Full SENDD Board then asked who would be responsible for paying to take down a nuisance property. Bausch responded by stating that the community must deem the property a nuisance, and then the community will be responsible for paying to have the property demolished. Board Member Lade asked if this program would include abandoned houses. Bausch indicated that it could include abandoned houses. At the conclusion of this discussion, a request was made by

the Executive Director for the Full SENDD Board to authorize SENDD to develop a nuisance abatement program to be implemented as a "Pilot Project" in one of SENDD's communities. Chair Mueller then called for a motion. Moved by Divis, seconded by Koci to authorize SENDD to develop a nuisance abatement program to be implemented as a "Pilot Project" in one of SENDD's communities. Motion passed unanimously on a vote by acclamation.

B. Early Warning Sirens: Jen Olds gave a presentation to the Full SENDD Board on the status of the EDA Regional Early Warning Siren project. She stated that 65 five total sirens are being installed in 45 SENDD communities. Siren installation is going well, with ½ of the sirens already installed at this time. Most of these sirens are located in the western tier of the SENDD district. The next cycle of sirens are already in, with work beginning on the final ½ of the siren installations. Board Member Lade asked if sirens can be installed outside of a community, such as in an outside residential development. Olds responded by stating that yes they can, however: if they were not part of the original EDA siren grant request they cannot participate in this particular program. No formal action was needed on the Early Warning Sirens project update and none taken.

C. EDA Partnership Planning Project – CEDS/Progress Report for 2010-2011: A final report on the progress of completing the annual work plan for the 2010-2011 EDA Partnership Planning Project was submitted to EDA on November 15, 2011. A copy of this report was distributed with the meeting notice. Eberle addressed the Full SENDD Board on this progress report. He indicated that this report is submitted annually to EDA as part of SENDD's three year partnership planning grant. This report indicates how SENDD performed on various FY 2011 work activities as identified in the planning grant agreement scope of work. These work activities fall under the categories of business development, county/community member outreach, community development, and tourism. The final pages of the report illustrate how SENDD was able to meet the goals of the EDA planning partnership grant. Eberle indicated that SENDD met or exceeded most of the goals identified in the scope of work. He invited everyone to look through the report, as it lists a majority of the projects SENDD was able to accomplish/obtain funding for in SENDD member counties and communities during the 2012 Fiscal Year. The progress report includes many of the items that would also be included in a SENDD annual report. A brief discussion followed Eberle's presentation on the report. No formal action was needed on the EDA Partnership Planning Project – CEDS/Progress Report for 2010-2011 and none taken.

D. Agenda Adjustment – SENDD Regional Housing Rehabilitation Program as a Subcontractor to BVCA: HOME #05-ES-601-02; Project #07-002: 413 Whitman Ave., Plattsmouth (Scott Pohlmeier, Owner): As part of a Regional Housing Rehabilitation Program starting in 2005 and ending in 2009, SENDD was a subcontractor to Blue Valley Community Action (BVCA) for two programs in covering a sixteen county service area between the two agencies. BVCA was the primary contractor with the Nebraska Department of Economic Development (NDED) in using HOME funds to provide owner-occupied housing rehabilitation with income eligible single family households. This was the second project in partnership with BVCA. SENDD implemented the housing rehabilitation in an eight-county area.

As part of each rehabilitation project, a Promissory Note, secured by a Second Deed of Trust, was filed on the property in the amount of the rehabilitation construction costs. For this project, that amounted to \$23,000. This "Conditional Grant" had a term of 10 years with a monthly decreasing balance. If the homeowner stayed in the property for the full 10 years, the note was forgiven. SENDD have been recently been notified that Mr. Pohlmeier passed away in July of last year. The Attorney representing the Representatives of the Estate has indicated that they intend to deed over the property to the first lien holder in return for forgiveness of that debt.

It also appears that there was very little in personal property from an inventory completed as part of that process. In most cases of Foreclosure, there is usually no action to be taken concerning the SENDD interest under a second lien, unless SENDD would make an offer and purchase the house at auction, then try to sell the property to make back costs. In this case, if the property is accepted by the lender in lieu of any further payment on the debt, we would have little recourse to recapture any the grant amount.

A major consideration for this project is that the SENDD note is a "conditional grant" and is expected to be voided after the client stays in the home for a 10-year term. A copy of that note is attached. For this project, we would recommend that the Full SENDD Board authorize staff to prepare, and the Executive Director to execute, a "Deed of Reconveyance" that would release the SENDD lien and allow for clear title. This action

would be contingent upon documentation that the primary lender has agreed to accept the property in lieu of payment of the 1<sup>st</sup> Mortgage. If this condition is not met, there may be further action required.

Taladay briefed the Board on this agenda adjustment. He stated that these were originally HOME funds, and SENDD partnered to do 16 projects. Taladay then displayed on the projector screen a spreadsheet showing the "notes" that reflect the assets from those projects. He pointed out that SENDD has received a pay-off of one of the notes, as a client sold the house with enough equity to make the SENDD payment at the pro-rata amount. Other projects have gone into foreclosure and that asset is lost. Mr. Pohlmeier put \$23,000 into the house, which at the time appraised for \$105,000. The attorney involved with this case is acting as the caretaker. The attorney is suggesting that the house be given back to the bank. Once the house is given back to the bank, SENDD would then release their lien and allow for clear title to the bank. A brief discussion by the Full SENDD Board followed Taladay's presentation. Board Member Divis asked if there was a loan on the house. Taladay responded by stating that there was an \$80,000 first mortgage on the residence. Board Member Seagren asked if there are restrictions on HOME funds. Taladay indicated that yes, there are some restrictions on original home funds. At the conclusion of the Full SENDD Board discussion, Chair Mueller called for a motion. Moved by Brown, seconded by Davidson to authorize SENDD staff to prepare, and the Executive Director execute, a "Deed of Reconveyance" that would release the SENDD lien and allow for clear title. This action is contingent upon documentation that the primary lender agrees to accept the property in lieu of payment of the first mortgage. Motion passed unanimously on a vote by acclamation.

E. Agenda Adjustment – Non-profit Development Organization: Progress in Developing an NDO for a Regional Revolving Loan Management Corporation: Previously, staff had introduced the item of developing an NDO to meet certain criteria from the Nebraska Department of Economic Development (NDED). This NDO would allow for creation of a corporation to manage revolving loan funds in the region and to remove federal identity on reuse of Community Development Block Grant (CDBG) funds used in Economic Development grant projects from the Nebraska Department of Economic Development (NDED). SENDD had received approval from the Full Board to further identify the process and potential costs for SENDD to assist in that development process, while creating a 501 (c) (3) organization with a stand-alone Board of Directors.

SENDD staff has developed "Articles of Incorporation" for Southeast Nebraska Development, Inc. (SEND, Inc.), similar to a successful NDO in the Northeast Nebraska Economic Development District. In order to file these articles with the Secretary of State to achieve a Nebraska Chartered Non-Profit organization, we would need one or more incorporators identified. These could be potential members of the SEND, Inc. Board or simply a representative. Many corporations have an attorney act as the incorporator. It appears that the cost would include a \$60.00 Corporate Fee and a fee of \$5.00 per page for filing costs. A notice of incorporation must also be published in a ... "legal, local newspaper of general circulation for three successive weeks." We anticipate a cost of \$15.00 per publication per paper, considering several local papers in the 15-county area to be certain of meeting those local general circulation criteria.

The succeeding actions to receive a 501 (c) (3) designation through the IRS are as follows:

1. Complete the development of a Board of Directors
2. Complete form 1023 with assistance from an attorney
3. File for IRS designation with attorney assistance
  - a. It appears a filing fee of \$850.00 would be required
  - b. Final Attorney fees have not been determined at this time, but we would expect something less than \$1,000.00

It appears for an initial expenditure of \$2,000, the Full SENDD Board could assist in the establishment of an NDO to work with all 15-counties and the communities in developing a regional revolving loan management activity. The last item would be for SEND, Inc. to agree to have an "Operating Agreement" with SENDD, so staff could assist in the day to day operations, develop other agreements with community and county CDBG revolving loan fund pools and proceed with lending participation in the SENDD District. The Executive Director is requesting approval of the expenditure of approximately \$2,000 in SENDD funds to assist in this process, noting that this initial cost will not be directly recouped.

Taladay briefed the Full SENDD Board on this agenda adjustment. He stated that the NDO would create a regional loan fund that has the capacity to take on new CDBG loan funds paid back by recipient businesses, as well as have the capacity to use existing loan funds under interlocal agreements. An established non-profit corporation is a requirement for any entity applying for NDO status. This corporation (SEND, Inc.) will have its own board of directors. Taladay indicated that they have narrowed down estimated expenditures to establish a 501 (c) (3) non-profit corporation, enabling them to apply for NDO status. After a brief discussion by the Full SENDD Board, Chair Mueller called for a motion. Moved by Bulgrin, seconded by Seagren to authorize approval of the expenditure of approximately \$2,000 in SENDD funds to establish a 501 (c) (3) non-profit corporation, which will assist in the establishment of an NDO. Motion passed unanimously on a vote by acclimation.

F. Other Old Business: There was no other old business to discuss at this time.

## **VII. NEW BUSINESS**

A. Comprehensive Economic Development Strategy (CEDs) for 15-County Membership: SENDD staff is in the beginning stages of preparing a new Community Economic Development Strategy (CEDs) for the 15-County area of SENDD. Previously, CEDs for each of the new seven SENDD counties had been prepared as part of membership and expansion to a single 15-county EDA recognized Development District. Taladay and Kevin Burnison addressed the Full SENDD Board on the CEDs process. Taladay stated that a CEDs identifies strategies that are comprehensive over the region. SENDD is required to update the CEDs every five years or so. As a designated Economic Development District, the CEDs is one of the requirements for obtaining annual planning grant funds through the Economic Development Administration (EDA).

Burnison distributed a handout to the Full SENDD Board that provides background information on the CEDs, as well as a description of the CEDs process. This handout identifies a timeline for the 2012 SENDD CEDs update process, includes a sample survey for distribution, as well as a solicitation sheet for the 2012 SENDD CEDs Committee. Burnison stated that the CEDs process begins with identifying a SENDD CEDs Strategy Committee, which would consist of Full SENDD Board members as well as two other non-elected officials from each county. Burnison is seeking nominations from existing Full SENDD Board members for names of two non-elected representatives to serve on the CEDs Committee.

Burnison indicated that in previous years it has taken one SENDD staff member a year or more to acquire all of the necessary data to prepare the CEDs. SENDD staff is currently loaded with existing projects, and does not have the available time to collect and perform analysis on the data needed for the CEDs. SENDD staff has been in conversation with Don Macke, Executive Director of the Center for Rural Entrepreneurship, regarding a working relationship to support SENDD's preparation of the CEDs. SENDD is considering purchasing "data collection services" from the Center for Rural Entrepreneurship on a county-by-county basis. This data collection would be used by SENDD in facilitating the CEDs process and preparing the CEDs document. The Center for Rural Entrepreneurship is asking \$500/county for SENDD to purchase the data compilations, for a total price of \$7,500. This price includes an electronic library, socio-economic research and county level analysis. The Center for Rural Entrepreneurship will also provide technical assistance to SENDD as needed. Burnison indicated that this data collection will be made available to all counties, and will have use to SENDD and its member counties/municipalities beyond creation of the CEDs document.

A discussion followed between the Full SENDD Board and SENDD staff on the CEDs agenda item. Board Member Seagren asked why SENDD would be paying for this, and is SENDD paying for data collection as well as analysis of that data. Burnison responded that he believes the data collection includes analysis, but he is not entirely sure. He is certain that the time savings for SENDD to acquire this data in a useable format from the Center For Rural Entrepreneurship, rather than staff trying to compile this data themselves, outweighs the cost to purchase the data collection. Board Chair Mueller asked how long the CEDs is good for. Taladay stated that the CEDs is usually good for five years.

The Full SENDD Board members in attendance expressed reservations about approving a \$7,500 contract with the Center for Rural Entrepreneurship without confirmation that the contract also includes analysis of the data collection. The Full SENDD Board understands the importance of the CEDs document, as well as the

need to proceed with this process in a timely manner. However, they did not want to make a final decision until a more detailed proposal on what SENDD is receiving under the contract is provided to SENDD by the Center for Rural Entrepreneurship. They would like this proposal to be reviewed and negotiated by SENDD staff, as well as designated members of the Full SENDD Board. These designated Full SENDD Board members should have professional experience in the economic development field. Given their familiarity and knowledge with securing and using similar county/community data, it was suggested that Full SENDD Board members Cassie Seagren and Stephanie Shrader participate in the detailed proposal review and negotiations with the Center for Rural Entrepreneurship. In order to allow for a final decision on this contract to be made in a timely manner, the Full SENDD Board seemed comfortable in allowing the SENDD Executive Committee to make a final decision to approve or disapprove of this expenditure.

At the conclusion of this discussion, the Full SENDD Board was prepared to make a motion on this agenda item. Chair Mueller then called for a motion. Moved by Divis, seconded by Bulgrin to authorize the Executive Committee to make a final decision to approve or disapprove the expenditure of \$7,500 on a contract with the Center for Rural Entrepreneurship for "data collection and analysis" under the development of the CEDS for the 15-county SENDD region. This motion also includes the stipulation that SENDD staff and a committee of two Full SENDD Board members, who are economic development professionals (Stephanie Shrader and Cassie Seagren), negotiate with the Center for Rural Entrepreneurship and make a further recommendation to the Executive Committee at a special meeting to be scheduled as soon as possible. Motion passed unanimously on a vote by acclamation.

B. Other New Business: There was no other new business to discuss at this time.

## VII. STAFF REPORTS AND REMINDERS

SENDD staff present at the meeting provided updates to the board on the following:

Monthly Newsletter – November 2011: Bausch briefed the Full SENDD Board on the November 2011 SENDD newsletter. She showed the November 2011 SENDD Newsletter to the Full SENDD Board on the projector screen. Bausch stated that the November 2011 SENDD newsletter (as well as all previous newsletters) are located on the new and improved SENDD website. Bausch pulled up the SENDD website on the projector screen for everyone to see. Taladay mentioned that the website is being hosted by NPPD. He is pleased with how the website turned out. The SENDD website will continually be updated with district information, Full SENDD Board/Executive Committee meeting agendas and minutes, news releases, and project updates.

Taladay mentioned that SENDD staff will participate in an EDA webinar on January 26, 2012 that will address anticipated funding for recent disasters. These funding programs will be in the areas of planning, public works and business development.

Taladay stated that SENDD plans to get back on track with their meeting schedule, with the next Executive Committee meeting scheduled for Thursday, February 16, 2012. The next Full SENDD Board meeting will be held on Thursday, March 15, 2012. Taladay anticipates distributing an official schedule at the February 16, 2012 Executive Committee meeting. This schedule will outline dates and locations for all Full SENDD Board meetings and Executive Committee meetings during 2012 calendar year.

## VIII. ADJOURNMENT

There being no further business to come before the SENDD Board, Chair Mueller called for a motion to adjourn the meeting. This motion was moved by Divis, seconded by Hanson and approved unanimously by the SENDD Board. The meeting was adjourned at approximately 8:42 P.M.

Respectfully Submitted:



Craig Eberle  
Secretary Pro Tem