

SOUTHEAST NEBRASKA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE
MINUTES OF THE NOVEMBER 11, 2016 MEETING

The monthly meeting of the Southeast Nebraska Development District's Executive Committee was scheduled and held on Friday, November 11, 2016. This meeting was re-scheduled due to scheduling conflicts for some of the Executive Committee members. This meeting was held at the SENDD-Lincoln office, 2100 Fletcher Ave, Ste. 100, Lincoln, NE 68521.

I. CALL TO ORDER

A. The meeting was called to order by SENDD Chair Lisa Hurley at approximately 8:02 A.M at the SENDD-Lincoln office located at 2100 Fletcher Ave, Ste. 100 in Lincoln. 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. The SENDD Executive Committee reserves the right to go into executive session in accordance with Section 84-1410.

B. Roll call: The following 6 Executive Committee members were present: Lisa Hurley, York County Development Corp.; Kurt Bulgrin, York Co.; Tim McDermott, Saline Co.; Cheryl Brandenburgh, Black Hills Energy; Roger Glawatz, Seward Co.; and Paul Lambert, Jeff Henry Chevrolet. Roll call was taken by a registration of members in attendance.

Executive Committee members absent (1): Erich Tiemann, Gage Co.

SEND D Staff members present were Craig Eberle, Lincoln.

C. Board Membership: Eberle informed the SENDD Executive Committee that all 27 Board positions are currently filled. No action needed on the Board Membership agenda item and none taken.

II. MINUTES

Minutes of the October 20, 2016 SENDD Executive Committee meeting were enclosed in the meeting packet that was sent out to the Executive Committee. Chair Hurley asked the SENDD Executive Committee members in attendance if there were any corrections or additions to the previous meeting minutes. With no additional corrections or additions from the Executive Committee, Chair Hurley called for a motion on the minutes of the October 20, 2016 SENDD Executive Committee meeting. Moved by Brandenburgh, seconded by Glawatz to approve the minutes of the October 20, 2016 SENDD Executive Committee meeting minutes as presented. Motion passed unanimously on a vote by acclamation.

III. AGENDA ADJUSTMENTS

Eberle presented one agenda adjustment to the SENDD Executive Committee. The agenda adjustment is to be included under the IV. Financial section (Agenda Item C). The agenda adjustment is to be titled: *Economic Development District (EDD) Act Funding – Administrative Contract*. A copy of the agenda adjustment was distributed to the SENDD Executive Committee prior to the meeting. Chair Hurley called for motion for the agenda adjustment under the IV. Financial section (Agenda Item C): *Economic Development District (EDD) Act Funding – Administrative Contract*. Moved by Lambert, seconded by Bulgrin to approve adding this agenda adjustment to the meeting as presented. Motion passed unanimously on a vote by acclamation.

IV. FINANCIAL

A. Check Registry: A copy of the October 2016 Check Registry report was sent out with the meeting packet. Eberle briefed the Executive Committee on the check registry report. A brief discussion by the Executive Committee followed the overview by Eberle. Upon conclusion of the discussion, Chair Hurley called for a motion. Moved by Bulgrin, seconded by Lambert to approve the October 2016 Check Registry report as previously distributed. Motion passed unanimously on a vote by acclamation.

B. Revenue/Expense Report: Eberle advised the SENDD Executive Committee about the Revenue/Expense report for September 2016 that was distributed prior to the meeting. He stated that the October 2016 bookkeeping is still being finalized at this time. Eberle stated that the September report reflects the first round of FY 2016-2017 membership and housing dues received. After a brief discussion by the SENDD Executive Committee, Chair Hurley called for a motion. Moved by Brandenburg, seconded by Lambert to approve the September 2016 Revenue/Expense report as presented. Motion passed unanimously on a vote by acclimation.

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. Anticipation of only seeking one motion for authorizing the SENDD Executive Director to negotiate and enter into final contracts for the following programs:

Agenda Adjustment – Economic Development District (EDD) Act Funding – Administrative Contract: The Nebraska Department of Economic Development (DED) will be distributing a contract to each District shortly for year two EDD Act Funds Allocation (LB 318 Development District Funding). This program will provide grant funds to SENDD in the amount of \$80,275 for FY 2016-2017, with no match required. Request to authorize Chair and/or Executive Director to execute contract documents with the Nebraska Department of Economic Development to obligate the contract.

Taladay advised the SENDD Executive Committee about this contract with the Nebraska Department of Economic Development (DED). He stated that executing this contract would complete the two year program, and allow SENDD to request the final \$80,275 of funding from DED. After a brief discussion by the SENDD Executive Committee, Chair Hurley called for a motion. Moved by Lambert, seconded by Glawatz to authorize the SENDD Board Chair and Executive Director to execute the Economic Development District (EDD) Act Funding – Administrative Contract with the Nebraska Department of Economic Development (DED) for year two funding as presented. Motion passed unanimously on a vote by acclimation.

V. OLD BUSINESS

There was no old business to come before the SENDD Executive Committee at this time.

VI. NEW BUSINESS

There was no new business to come before the SENDD Executive Committee at this time.

VII. STAFF REPORTS AND REMINDERS

A. Southeast Nebraska Resource Network Meeting (SERN): Eberle provided a brief report on the last SERN meeting, held on October 20, 2016 in Auburn. He stated that the meeting was well attended, and included an update on the SE P4P regional economic development plan and a tour of Airens Company. The next meeting location has not yet been determined, but will be held during the first quarter of the 2017 calendar year.

B. SEND D Membership Dues Requests FY 2016-2017: Eberle indicated that as of the meeting date they have received membership dues from 87 municipalities (62.6%) and 12 counties (80%). SENDD has received housing dues from 63 municipalities (45.3%) and 8 counties (53.3%). This is below where they are usually at in November, as October 31 is the deadline for submittal. There was some discussion about the status of FY 2016-2017 dues. Eberle indicated that the billing statements were sent out late, and these statements had the old SENDD mailing address listed. It is likely that many of these have been approved, however the check has not been forwarded to our new office yet.

C. Southeast Nebraska Partners for Progress (SE P4P)/Strategic Economies Together (SET): Eberle stated that the last meeting was held on November 3rd in Auburn. SENDD staff was in attendance at this meeting.

D. Executive Director Position: At this time interviews were to be conducted for the SENDD Executive Director position.

At 8:35 A.M., McDermott moved to enter into executive session to interview candidates for the SENDD Executive Director position, for the prevention of needless injury to the reputation of these individuals. Seconded by Bulgrin. Motion passed unanimously on a vote by acclamation. Chair Hurley re-stated that it had been moved and seconded to move into closed session to interview candidates for the SENDD Executive Director position, for the prevention of needless injury to the reputation of these individuals.

At 1:55 P.M., Bulgrin moved to go out of executive session. This motion was seconded by Glawatz. Motion passed unanimously on a vote by acclamation. Hurley announced that during closed session, the Executive Committee interviewed a total of three candidates for the SENDD Executive Director position.

E. Future SENDD Board Meetings: Discussion was held in scheduling the date, time and location of the next SENDD Board meeting. By consent, the members will await the Board Chair to make this determination.

VIII. ADJOURNMENT

There being no further business to come before the SENDD Executive Committee, Chair Hurley called for a motion from the SENDD Executive Committee to adjourn the meeting. This motion was moved by Glawatz, seconded by Bulgrin and approved unanimously by the SENDD Executive Committee. The meeting was adjourned at approximately 2:00 P.M.

Respectfully Submitted:



Craig Eberle
Secretary Pro Tem