

South Central Economic Development District, Inc.
5:30 PM, Thursday, November 30, 2017
Outcasts Restaurant, 70738 Lake View Court, Republican City, Harlan County, NE
Meeting Agenda

***Mission:** The South Central Economic Development District exists to develop and promote a positive economic climate, which supports regional growth.*

*Our **vision** is to be the resource businesses and communities rely on for advice and connections to programs designed to help businesses grow and insure community sustainability.*

5:30 PM Board of Directors Meeting & Dinner:

- 1) Open Public Meeting Procedures
- 2) Call to Order/Roll Call
- 3) Introductions
- 4) Agenda Approval
- 5) Minutes of September 28, 2017 Meeting
- 6) Public Comment: *if commenting on an item not on the agenda, it will not be considered at this meeting*
- 7) Financial Report:
 - a. Approval of Claims, September 16 through November 14, 2017
 - b. Financial Reports as of October 31, 2017
- 8) Information Items:
 - a. Project Status Reports
 - i. Update on St. Paul Spec House
 - b. Staff update
- 9) Action Items:
 - a. Consider forming an LLC
 - a. Conflict of Interest Policy
 - b. Adopt Strategic Plan
 - c. Approve 2017 Budget
 - d. Executive Director Evaluation
 - e. Consider Executive Director request for cash out of excess vacation
 - f. Election of Officers
- 10) Ratify contract(s):
 - a. St. Paul Pre-purchase Agreement
 - b. St. Paul Purchase Agreement
 - c. Contract with Thriv' Construction Inc.
- 11) Next Meeting: 5:30 PM business meeting & dinner, Thursday, January 18, 2018, Howard County, NE
- 12) Adjourn

The South Central Economic Development District, Inc. reserves the right to go take agenda items out of order. This body may also go in to closed session if deemed necessary.

South Central Economic Development District
5:30 PM, Thursday, November 30, 2017
Outcasts, Republican City, Harlan County, Nebraska
Meeting Minutes

Mission: *The South Central Economic Development District exists to develop and promote a positive economic climate, which supports regional growth.*

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The Board Meeting was called to order at 5:30 PM by President Barb Barnett.

Open Public Meeting Procedures: President Barb Barnett indicated that a copy of the open meetings law was in effect and a copy of the law was available in the meeting room.

Roll Call

Adams	Dale Curtis	Buffalo	Dennis Reiter
Clay	Barb Barnett	Franklin	Raquel Felzien
Hall	Absent	Hamilton	Absent
Harlan	Absent	Howard	Absent
Kearney	Bob Swanson	Merrick	Absent
Nuckolls	Absent	Phelps	Theresa Puls
Webster	Jay Hall	Private Business	Matt Blum
Stkhldr Org: CCC	Marni Danhauer	Private Business	Absent
Construction:	Keith Dubas	Finance/Investment	Linda Glaus

Introductions: SCEDD Executive Director, Sharon Hueftle; Kelly Gewecke, DED Field Representative; and Joan Reiter.

The **agenda** for this meeting and the **minutes** of the September 28, 2017 meeting were approved. Jay Hall made the motion, second by Marni Danhauer; unanimous approval.

Public Comment: no public comment

Matt Blum moved to **approve the claims** from September 16, 2017 through November 14, 2017, second by Dennis Reiter; roll call vote provided unanimous approval. Dale Curtis moved to **accept the October 31, 2017 financial reports for filing**; Matt Blum seconded the motion; roll call vote provided unanimous approval.

Information Items:

The **project status report** was reviewed by Hueftle. The SCEDD Project map was distributed for review. The BigHorn Spec House being constructed as a pilot project in St. Paul was highlighted with pictures showing the lot and basement.

Hueftle provided an **update on SCEDD Staff**, noting that Ms. Lade-Markley's last day was November 22. She noted that, as per the budget, SCEDD would be seeking to hire a part-time grant administrator assistant.

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Action Items:

Consider forming an LLC: Hueftle presented information from Kent Rauert, Attorney, regarding recommendations on forming an LLC. Hueftle reviewed the questions/comments from the attorney. No action was taken on this item.

Conflict of Interest: Hueftle presented the Conflict of Interest Statement to the board. Each board member must sign the Conflict of Interest Statement on an annual basis.

Adopt Strategic Plan: Hueftle presented the Strategic Plan as developed at the Strategic Planning session held prior to the September 28, 2017 board meeting. Theresa Puls moved to adopt the Strategic Plan, second by Matt Blum; roll call vote provided unanimous approval.

2018 Budget: Hueftle presented the 2018 Proposed budget. Bob Swanson moved to adopt the 2018 Budget; second by Linda Glaus; roll call vote provided unanimous approval. Discussion was held regarding hiring a grant assistant that could also assist with business loans, making this a fulltime position.

Executive Director Evaluation: President Barb Barnett presented the results of the Executive Director Evaluation, conducted by the officers. Dale Curtis moved to accept the results and approve a 4% increase in salary for Executive Director Hueftle. Theresa Puls seconded the motion; roll call vote provided unanimous approval.

Executive Director Cash out of Excess Vacation: Hueftle requested a cash out of excess vacation. Bob Swanson made a motion to approve the request, Marni Danhauer seconded the motion. Roll call vote provided unanimous approval.

Election of Officers: Hueftle recommended the following slate of officers for 2018: Barb Barnett, President; Mike Feeken, Vice President; Theresa Puls, Treasurer; Matt Blum, Secretary. Bob Swanson moved to accept the nomination of officers, seconded by Jay Hall, unanimous approval by roll call vote.

Matt Blum moved to **ratify the following contract(s):**

- i. **St. Paul Pre-purchase Agreement**
- ii. **St. Paul Purchase Agreement**
- iii. **Contract with Thriv' Construction Inc.**

Dale Curtis seconded the motion; roll call vote provided unanimous approval.

Next Meeting: 5:30 pm business meeting & dinner, January 18, 2018, Howard County, Nebraska.

Meeting **adjourned** at 7:30 PM