

Minutes
Executive Board
South Eastern Council of Governments
December 12, 2018

Mike Broderick, Chair

Present

Barthel, Doug: Legislator
Dewey, Craig (for Beninga): Minnehaha County Commissioner
Franken, Joan: Private Representative
Hindbjorgen, Dan: Private Representative
Jamison, Greg: Private Representative
Maxwell, Kevin, Mayor's Appt.: City of Harrisburg
Olson, Dennis, Mayor's Appt.: City of Brandon
Prescott, John, Mayor's Appt.: City of Vermillion
Schmidt, Jim: Lincoln County Commissioner
Smith, Kevin: Private Representative
Starr, Pat: City of Sioux Falls Council
Stehly, Theresa: City of Sioux Falls Council
Trebilcock, Sam (for Cooper), Mayor's Appt.: City of Sioux Falls
Ustad, Milton: Union County Commissioner
Weber, Roger: Private Representative

Absent

Dick, Marc: McCook County Commissioner
Fosheim, Nick: Private Representative
Miller, Ross "Mick": Turner County Commissioner
Packard, Phyllis: Clay County Commissioner
Pratt, Farron: Private Representative
Wendland, Mike: Private Representative

Staff Present

Lynne Keller Forbes
Patrick Andrews
Kristen Benidt

Others Present

Alex Smith

At 4:03 p.m., Chairman Mike Broderick called the meeting to order.

1. **Approval of Minutes from September 12, 2018:** John Prescott made a motion to approve the September 12, 2018, minutes and was seconded by Pat Starr. The motion passed unanimously.
2. **Financial Statements as of October 31, 2018:** Lynne Keller Forbes presented the October 31, 2018, Financial Statements. John Prescott made a motion to approve the October 31, 2018, Financial Statements and was seconded by Joan Franken. The motion passed unanimously.
3. **Appointment of Nominating Committee for Private Sector and Legislative Members and 2019 Officers:** Mike Broderick appointed Joan Franken, Dan Hindbjorgen, and Roger Weber to serve on the nominating committee to nominate the private representatives, legislator, and officers for 2019 with Joan Franken to serve as the nominating committee chair.
4. **Operations Committee:**
 - A. **Revised 2018 SECOG Budget:** Lynne Keller Forbes presented the Revised 2018 SECOG Budget. Jim Schmidt made a motion to approve the revised 2018 SECOG budget and was seconded by Roger Weber. The motion passed unanimously.
 - B. **Purchase of Flooring for Suite 300:** Roger Weber presented a request from Key Staffing for new floor covering. Dan Hindbjorgen made a motion to approve up to \$9,000 for new floor covering from Walden Carpet for Key Staffing for Suite 300 and was seconded by Greg Jamison. The motion passed unanimously.
 - C. **Personnel Policy Handbook Update:** Lynne Keller Forbes presented several changes to the Personnel Policy Handbook. Roger Weber made a motion to approve the revised Personnel Policy Handbook and was seconded

by Dennis Olson. The motion passed unanimously.

D. Executive Director's Annual Review: Greg Jamison made a motion to go into executive session and was seconded by Dennis Olson. The motion passed unanimously. Roger Weber presented the Executive Director's Annual Review. Jim Schmidt made a motion to come out of executive session and was seconded by Dan Hindbjorgen. Roger Weber made a motion to approve the Operations Committee's recommendation to increase Lynne Keller Forbes' salary by 3.5% effective 1/1/2019. The motion was seconded by Jim Schmidt and passed unanimously.

5. **Comprehensive Economic Development Strategy Survey Results/CEDS Board Input:** Lynne Keller Forbes presented information on the five-year update to SECOG's Comprehensive Economic Development Strategy and the results of the survey. This was informational only.
6. **Economic Development Administration:** Alex Smith, Economic Development Representative for South Dakota, presented information on the Economic Development Administration and its programs. This was informational only.
7. **Executive Director's Report:** Lynne Keller Forbes presented the Executive Director's Report. This was informational only.
8. **Other Business:** No other business was brought before the board.
9. **Next Board Meeting:** The next board meeting will be March 27, 2019, at 4:00 p.m.
10. **Adjournment:** Chairman Broderick adjourned the meeting at 5:22 p.m.