

Central South Dakota Enhancement District Board Meeting

Thursday, January 23, 2020

CSDED Board Room

Attendees: Gary Snook, Marc Benoist, Rick Hahn, Bill Abernathy, Jay Drayer, Krysti Barnes, Vikki Day, Ernest Weston Jr., Dawn Tassler, David Reiss, Paul Mehlhaff, Jennie Palmer, Malinda Hetzel

Call to Order: Chairwoman Day called the meeting to order at 1PM CST. Introductions were made of those in attendance.

Approval of the Agenda: Director Reiss amended the agenda, adding Records Retention Policy Development. Abernathy moved to approve agenda with amendment seconded by Snook. All members voted aye; motion carried.

Approval of the August 15, 2019 Minutes: Motion to accept by Snook Second by Drayer. All members voting aye; motion carried.

Financial Report: Director Reiss briefly discussed the current financial situation. Motion to accept by Barnes second by Drayer. All members voted aye; motion carried.

District Board Member Updates: Director Reiss introduced Marc Benoist and Ernest Weston as potential new members to the board and CEDS committee. Motion to accept by Abernathy second by Drayer. All members voted aye; motion carried.

District Works Report: Director Reiss presented a Project List to the board, briefly updated the board of the progress of the various current projects, the projects the District is committed to in the future and the reports delivered to state and federal agencies.

District Staff 2020 Training Schedule Overview: Director Reiss briefly presented the various trainings staff will be attending in the next year and the ongoing training some participate in monthly.

Technology Updates: Director Reiss briefly discussed the new District website and the 3 new computers purchased last year touching on which computer would be updated in the next year.

Records Retention Policy Development: Director Reiss discussed the need to turn project files over to the entities for which the District administered the project for after the period of review for the specific funding has ended.

District 3-Year EDA Review: Director Reiss presented a review letter from the EDA, thoroughly and briefly explained the review covering the corrections needed by updating and implementation of Personal Policies, Bylaws and trainings.

District Bylaws Amendments: Director Reiss presented a Board Limit Policy to the District Board to discuss. The question arose about when the next election of executive officers is to be. After reviewing minutes of the past year the next election will be in January of 2021. Motion to accept by Abernathy second by Drayer. All voted aye; motion carried.

District Personnel Policy Discussion: Director Reiss discussed the need for a Targeted Salaries per position type of policy asking for input from the board. Director Reiss was encouraged to build and change as needed.

Director Reiss Presented a Technology Policy for the board to review. Motion to accept by Drayer second by Abernathy. All voted aye; motion carried.

Director Reiss presented a Whistleblower Policy for the board to review stating this gave everyone protection from retaliation. Motion to accept by Snook second by Barnes. All voted aye; motion carried.

District Strategic Planning Discussion and Date Setting: Director Reiss expressed the need to develop our strategy more in the Economic Development side of the District. Director Reiss expressed the need to bring in other guests from other Economic Development entities to share and a facilitator. It was determined that the next board meeting will also be the first Strategic Planning Meeting.

Next Meeting: March 26 for the Board and Strategic planning. Time and location to be determined.

There being no other business Chairwoman Day moved for adjournment. Motion by Abernathy second by Snook. All voting aye; motion carried.

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I, herby, certify that the above minutes of January 23, 2020 were approved by the CSDED Board on March 26, 2020.