REGION NINE DEVELOPMENT COMMISSION

BOARD OF DIRECTORS MEETING
Meeting Minutes
March 8, 2023

I. CALL TO ORDER

Chair Laven called the meeting to order at 4:30 p.m. at RNDC in Mankato, MN.

II. ROLL CALL

MEMBERS PRESENT: Andrea Boettger, Jim Branstad, Lyle Femrite, Mike Laven, Christian Lilienthal, Tom Loveall, Steve Rohlfing, Phil Schafer

MEMBERS EXCUSED: Marie Dranttel

MEMBERS ABSENT: None

MEMBERS LATE: Blair Nelson

OTHERS PRESENT: Nicole Griensewic, Ky Battern, Heather Bartelt

There was a quorum.

III. APPROVAL OF REVISED AGENDA

Schafer moved to approve the revised agenda. Rohlfing seconded. Motion carried.

IV. APPOINTMENT OF BOARD SECRETARY

Commissioner Rohlfing nominated Jim Branstad as Board Secretary. No other nominations.

Rohlfing moved to approve Jim Branstad as Board Secretary. Femrite seconded. Motion carried.

V. APPROVAL OF NOVEMBER 9, 2022 MINUTES

Femrite moved to approve the November 9, 2022 minutes as presented, Schafer seconded. Motion carried.

VI. TREASURER'S REPORT

Battern presented the Treasurer's Report in Dranttel's excused absence.

Battern noted that the Board Payment listing is longer than normal due to the accounting software was not accessible for the last Board of Directors meeting.

Commissioner Loveall asked for clarification as to where the Germany Delegation expenses were charged. Griensewic and Battern stated the Bush Foundation. Discussion followed.

Schafer moved to approve the Treasurer's Report. Branstad seconded. Motion carried.

VII. CHAIR'S REPORT

Chair Laven noted he has nothing to report at this time.

A. Legislative Committee Update

Commissioner Boettger shared that the Legislative & Communications committee had held a few meetings and will be continuing to hold monthly meetings. Boettger noted that the current focus of the committee is to determine what the committee's role is and to establish what should be Legislative Priorities. Discussion followed.

B. B&P Committee Update

Commissioner Femrite shared that the Budget & Personnel Committee has held a meeting to review the Salary Survey conducted by the consultants for the executive director position and discussed compensation. Femrite reported that the committee had deliberated on the matter of the executive director's compensation and ultimately decided to increase the compensation for the executive director by $12,000.

Femrite noted that the meeting exceeded its scheduled duration, and the discussion of HR duties was recessed to a later date. Femrite shared at the continuation of the meeting, HR duties should be handled on an as-needed basis.

Femrite conveyed that the discussion revolved around goals for RNDC and the executive director position. No definitive decision was reached on the matter, and the topic is set to be revisited in future meetings. Discussion followed.

Femrite made a motion for recommendation increase the executive director's salary by $12,000. Nelson seconded. Loveall and Schafer opposed.

VIII. FINANCE DIRECTOR'S REPORT

A. Audit Update & Recommend Audit to Full Commission

Battern reported that he had a conversation with Auditor Layne Kockelman from ABDO regarding the drafted audit report. Battern informed the group that ABDO was not yet prepared to present the report at this time. Battern shared that ABDO had some additional questions that need to be addressed before the report could be drafted. Battern reported that ABDO provided a timeline for the completion of the final report. According to the timeline, the final report will be completed on March 11, and a physical copy of the report will be available on March 31. Chair Laven clarified that the Audit Report will be presented to the Full Commission on April 12.

B. Tentative Budget Schedule

Battern noted the tentative budget schedule will be issued at a later point in time.

C. Resolution – 2023 – 02 Request to move MAGIC Fund and US Bank

Battern reported that RNDC currently is banking with Wells Fargo and experiencing concerns regarding the quality of customer service. Battern shared that several other RDOs use the Minnesota Association of Governments Investing for Counties (MAGIC) Fund and US Bank for their organization depositories/bank. Battern explained the benefits of the program to the board.

Branstad moved to approve Resolution 2023 – 02 MAGIC Fund. Lilienthal seconded. Motion carried.

Rohlfing moved to approve Resolution 2023 – 03 US Bank. Nelson seconded. Motion carried.

IX. EXECUTIVE DIRECTOR'S REPORT

A. Out-of-State Travel Request – Ky Battern

Battern requested to attend the GMS Conference in St Pete Beach, Florida from June 11-15, 2023.

Schafer moved to approve Out-of-State Travel Request for Ky Battern to attend GMS Conference. Boettger seconded. Motion carried.

B. Out-of-State Travel Request – Paola Ferrario

Griensewic shared Ferrario's request for Out-of-State travel at reduced rate to attend the NADO Conference in Washington, DC as a presenter from March 11–15th, 2023.

Branstad moved to approve Out-of-State Travel Request for Paola Ferrario to attend NADO Conference. Nelson seconded. Motion carried.

C. Out-of-State Travel Request – Alejandra Bejarano

Griensewic shared Bejarano's request for Out-of-State travel to Welcome Interactive Conference in San Jose, CA from April 25-29th, 2023. Discussion followed.

<u>Rohlfing moved to approve Out-of-State Travel Request for Alejandra Bejarano to attend Welcome Interactive Conference. Branstad seconded. Motion carried. Lovell and Nelson opposed.</u>

Griensewic informed the group that Paola has been working with Dr. Brian Martensen, the Director at MinnPoly. Griensewic announced plans for Region Nine to collaborate with MSU-M to target three schools in Argentina. MSU-M will be contracting with Ferrario at Region Nine for approximately 100 hours (up to $10,000 of her time) and all travel expenses to facilitate those connections.

Griensewic shared that RNDC is pursuing an MPCA Grant.

Griensewic shared that RNDC has been drafting Letters of Support for Congressionally Directed Spending.

Griensewic shared her thoughts on the rescheduled February [February 28th] Budget & Personnel meeting. Griensewic requested to have her point of view on record from the last Budget & Personnel meeting. Griensewic expressed that she felt the meeting could have been conducted better. Griensewic shared that she felt disrespected, and inappropriate communication had occurred. Griensewic shared that the events that followed have created a hostile working environment. Griensewic mentioned that RNDC is a professional office and organization, and all the commissioners deserve to be treated with respect, and she expects to be treated with respect in return.

X. OTHER BUSINESS

A. Commissioner Updates

Commissioners shared updates from their municipalities.

B. Meeting Evaluation

Chair Laven reminded the members of the Board to fill out the evaluation handout.

XI. ADJOURNMENT

Lilienthal moved to adjourn. Nelson seconded. Motion carried.

The meeting adjourned at 6:25 p.m.

Mike Laven, Chair

Jim Branstad, Secretary