

Lincoln County Resource Board
Meeting Minutes of March 28, 2007

Meeting Call to Order: The meeting was called to order at 8:00 a.m. by Adam Burkemper.

Roll Call and Guests: Present: Adam Burkemper, Rod Barnhill, Nancy Behlmann, Margie Cappel, Kristen Gentry, Melba Houston, Jenny Jordan, Pheeze Kemper, Jim Price, David Thompson and interim Executive Director Tonya McAmis.

Guests: Annie Schulte, Katrina Harper, Nikki Watts, and Kathy Juergens.

Absent: Dr. David Easterday, Kathy Boessen, Penni Gronewald, Billie Lamb, and Carla Potts.

Approval of Minutes: *A motion was made to approve the minutes of the February 28, 2007 meeting as distributed. (M.S.P.: Kemper, Price)*

Old Business: Logo: Tonya McAmis stated that she will have Annie Schulte review and critique some of the logo ideas and will have samples available at the next meeting.

Bylaws Changes: A committee will be formed to review the proposed changes. Adam and Nancy Behlmann will serve on the committee along with Tonya. A meeting was scheduled for 8:00 a.m. on Wednesday, April 11 at the Landmark Restaurant.

New Business: A regular checking account has been established at Peoples Bank. After monies are received from the State, the Board can then consider opening a money market account for the reserve fund.

Executive Director's Report: Received approval from the State on the Board's name change and the ACH agreement with the State is in place.

Committee Reports:

Personnel Committee Minutes from the March 12 meeting were distributed and are attached. The handbook received from Community and Children's Resource Board (CCRB) is geared toward "employee" versus "independent contractor." The difference between the two is that with a contract person you basically pay the base salary for services provided. No benefits are included and taxes are not deducted. The Personnel Committee recommends keeping the position as an "independent contractor." The committee is also working on developing a job description for the Executive Director. It was also felt that initially this be a part-time position. Once the selection and review process begins, this position could be expanded to a full-time position.

A motion was made to accept the Personnel Committee's recommendation to classify the Executive Director's position as an "independent contractor." (M.S.P.: Behlmann, Kemper)

Finance Committee: Minutes from the March 12 meeting were distributed and are attached. At the last meeting, the Board approved retaining \$100,000 from 2007 funds. The committee decided to maintain the \$100,000 reserve through 2008 and then in 2009, after a full year of funding is received, more money can be add to the reserve to equal a full 10%. Estimated revenues were discussed. The figures are based on 2005 tax revenues and they are rounded down. For 2007 it is estimated that the Board will net over \$400,000 after contract obligations are met, along with administrative fees and the reserve amount are deducted. In 2009 it is estimated that the Board will receive approximately \$900,000 to disperse. For 2007 it is projected that funding will begin in October.

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The committee discussed hiring a CPA to perform a yearly audit and three bids will be obtained. It was also recommended that the Board obtain bids for website design. Tonya will contact the Troy Chamber for names of companies in the area.

Selection & Review Committee Meeting: Minutes from the March 12 meeting were distributed and are attached. Discussed Request for Proposals (RFP) which is distributed to organizations informing them of the Board's requirements for RFPs. All suggestions will be compiled and presented at the next committee meeting and then brought to the Board. In order to make the process easier this year it is recommended that the Board accept a 15-month contract. Otherwise, the Board would be requesting a 3-month proposal for the remainder of 2007 and then turn around in January and request a proposal for 12-month funding. Finance committee was in agreement with requesting a 15-month RFP. Therefore, approximately \$1.3 million will be available to disperse over a 15-month period. In 2008 the Board would request 12-month proposals. *A motion was made to accept RFPs for a 15-month period and thereafter a 12-month period. (M.S.P.: Price, Thompson)*

Comments for the Good:

Adam announced that Jenny Jordan has submitted her resignation from the Board. He thanked her for all the time and effort she put forth for the tax campaign. Adam wished her well and said that she would always be considered a friend of the Board and she is welcome to come back any time.

The next monthly meeting is scheduled for 8:00 a.m. Wednesday, April 25, 2007 at the Landmark Restaurant.

Adjournment: *A motion was made to adjourn the meeting at 8:50 a.m. (M.S.P. Cappel, Behlmann)*