

Board of Directors Meeting
Webinar
April 4, 2014
Page 1

- Call to Order The Spring Board Meeting of Legal Services of North Dakota was opened by President Wade Enget.
- Roll Call Roll Call of participants on the webinar was taken by Audrey Solheim. Quorum was achieved and the meeting proceeded.
- Board Members
Participating Wade Enget, Laurel Forsberg, Mary Kae Kelsch, Al Lerberg, Rob Manly, Gary Ramsey
- Board Members
Absent Jodi Colling, Clyde Houle, Paul Murphy, Lisa Tomlinson, Veronica Kirkaldie
- Staff Represented Jim Fitzsimmons, Kim Kramer, Audrey Solheim, Rich LeMay, Ed Reinhardt, Breezy Schmidt, Steve Simonson
- Minutes Mary Kae moved to approve the minutes of the December 12, 2013 Board meeting, Al seconded the motion, motion carried unanimously.
- Mary Kae then moved approval of the Executive Committee minutes of the January 29, 2014 meeting. Seconded was made by Gary, it was unanimously approved.
- LSC 1612-1620 Audrey reported there had been no activity in either legislative/ administrative advocacy nor emergency non-priority cases since the December meeting.
- 1611 Eligibility The updated CFR 45-1611 Eligibility Guidelines were reviewed. Mary Kae moved to approve the adoption of the new income guidelines, which will go into effect on April 15, 2014. Second to the motion was made by Al. Following discussion, a roll call vote indicated unanimous approval.
- Fiscal Update Kim provided the fiscal report for the month ending 2/28/2014.
- Amended Budget
Proposal Revenue changes:
 LSC increase of \$25,000 base and \$15,000 Native American
 A small increase in VITA and CDBG – City of Fargo.
- Decrease in amount anticipated from the Fredrickson Foundation Grant. These changes totaled a \$33,000 increase in revenue, and are reflected by the proposed amended budget.
- A motion to approve the amended budget as submitted by Kim was made by Mary Kae, seconded by Laurel, and approved unanimously.

2013 Audit

Our program had an onsite audit by Brady, Martz, & Associates the week of March 10th. The audit is still in progress and should be completed by the end of April. The audited financial statements will be presented to the board at the summer board meeting.

Strategic Planning
Update

Kim provided an update on the current status of the Strategic Plan for the 1st quarter in 2014.

Two goals that were discussed were:

- 1) Identify and pursue grant sources
- 2) Introduce candidates for volunteer developmental director.

Grant sources that are currently being pursued include a CDBG – City of Bismarck grant and another Bush Prize grant that will be available this spring. There were no candidate suggestions for the developmental director and this will be discussed further at the next meeting.

Kim also touched base on 2nd quarter goals which include:

- 1) Training – revamping the calendar and installing technology for online training.
- 2) Identifying organizations to fund one full time attorney position.
- 3) Implementing online donation function to the website.

Board Positions

Jim reported that on paper we have an 11 member board, we need a client from east, and also need to check with Veronica to see what her plans are since she has not been active on the board recently. All attorney positions have been filled, with 2013 reappointments from the State Bar for those seats whose terms were up.

Housing Issues in
Oil Country

We are working on a situation in Williston to try and eliminate a number of people being chased out of a mobile home park in November. They are dealing with doubling rent, and have dealt with a few evictions, made some arguments. The success we have so far was giving people more time.

Other cases the housing unit is working on include the Owen case out of Minot which went to Federal District Court. They were successful in this case and received an award for damages. Now the court is deciding on the amount to award in attorney's fees. (\$6,000)

Elderly couple, he was in hospital not expected to live too long, mobile park manager who was walking around park took issue with the condition of their mobile home. Park wouldn't approve them to sell and repair was too costly

In ND we have a law where a mobile home park can put a lien on the home, allege x amount owed and would have to pay it in 30 days or park owner could get title changed over to their name which is good for the mobile park owner. The original case was against mobile home owner and state of ND. The defendant actually took the trailer to the dump after the court case was won. Once it was destroyed, the court felt it mooted out the argument against the state.

A community education session on housing was held in Williston last month at the request of Williston residents.

LSC monitoring

LSC is proposing their monitoring visit be either the week of October 6 or 13th.

The 10 areas they are going to focus on are as follows:

- Needs Assessment and Priority Setting
- Access to Services
- Engagement with the Low Income Community
- Legal Work Management
- Legal Work Produced
- Program Management
- Board Governance
- Leadership Resource Development
- Resource Development
- Coordination with the Delivery System

Grayce Wiggins is the new person (taking Tim Watson's place) and is coordinating this trip with us. Jim said it is supposed to be a Program Support visit as opposed to a "compliance visit."

Reallocation of
Resources to Spirit
Lake and Williston


Jim said that in light of the funding difficulties again this year we will be fortunate to maintain the current staff. However, he is concerned that there are significant needs in the Bakken area and Spirit Lake Indian Reservation. His question for the Board is – if an opportunity presents itself to combine a partner's new resources with LSND's, is the Board opposed to moving current resources to accomplish this, even if it means shifting or changing current staff positions?

The Board had no objections. Both Wade and Mary Kae indicated they understood the need as North Dakota continues to undergo change. Mary Kae, Gary and Rob agreed.

Summer Law Clerks

UND Law School has lots of people who want to go to Fargo as a Summer Law Clerk, but nobody is interested in Minot or Bismarck. We will have two law clerks in Fargo this summer that are fully funded by another

- group. We are still looking for additional people for the other two offices. Jim said we are looking at other law schools now.
- State Funding Jim, Wade and Mary Kae visited with Chief Justice VandeWalle. He gave them a great pat on the back for what they are doing. We discussed needing to increase state funding for LSND. It was a good conversation.
- Mary Kae volunteered to talk with Jack McDonald to see if he has any ideas.
- Summer CLE LSND will be offering a 4 hour CLE on Wednesday, June 11 at the Radisson in Fargo, in conjunction with the SBAND Annual Meeting.
- Summer Board Meeting Discussion on the summer board meeting determined the meeting would not be in Fargo in conjunction with the SBAND Annual meeting. Kim and Audrey will survey the board and determine the date and location for the summer board meeting.
- Motion to Adjourn A motion to adjourn the board meeting was made by Mary Kae, second was made by Gary 2nd, motion carried and the meeting was adjourned. Carried.


Mary Kae Kelsch, Secretary