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Call to Order The spring meeting of the LSND Board of Directors was opened by President Wade Enget.

Roll Call Present at the meeting were: Wade Enget; Laurel Forsberg; Mary Kae Kelsch; Tracy Laaveg; Rob Manly; Gary Ramsey, Lisa Tomlinson; Jim Wang; Samantha Lindgren.

Absent: Lenora Kutz; Paul Murphy;

Staff Present: Mikayla Jablonksi Jahner; Brad Peterson; Dawn Schiele; Kim Kramer; Rich LeMay; Gale Coleman; Ed Reinhardt; Heather Deaton; Morgan Page; Adele Page; Steve Simonson; Clara Alessi; Kiley Hermanson; Gordon Dexheimer; John Best; Rhonda Belgarde-Baker; Kirstine Baker.

Minutes The minutes from the December 5, 2019 meeting were reviewed. Motion was made by Tracey Laaveg, seconded by Gary Ramsey to approve the minutes. Motion carried.

Report on 1612-1620 None of the staff have reported actions on either LSC Reg 45 1612 or 1620 since the preceding meeting.

CFR 45-1611 Eligibility Standards were reviewed. Laurel Forsberg made a motion to adopt the 2020 Federal Poverty Guidelines as LSND's eligibility standards, with a second by Ron Manly. Motion carried.

Fiscal Report Kim presented the December 2019 Budget-to-Actual Report. She discussed the revenues as well as the expenses. Kim stated that the net income amount is due to the carry over from previous year grants. Overall, Kim stated LSND is within budget.

Kim presented the January 2020 Budget-to-Actual Report. She reviewed grants received as well as expenses not yet received (equipment).

Bremer Bank LSND's Bremer bank account access was discussed. Kim Kramer stated that Dawn Schiele will be processing payroll and will need to access certain bank accounts in order to complete. Tracey Laaveg made a motion for approval for Dawn Schiele to have access to the main account and the payroll account, with a second by Gary Ramsey. Discussion was held whether a resolution is needed. Kim Kramer will check with Bremer Bank,

and if needed, it will be presented at the next meeting. After discussion, roll call vote was held. All voted aye. Motion carried.

- Salary Plan Rich LeMay discussed the Salary Plan Committee. The committee was developed in August 2019 with the intent to establish options in keeping LSND wages within range. After several meetings, the committee felt it may be in the best interest of LSND to hire a consultant to better review current salaries & job descriptions. Rich presented a few of the consulting quotes, and felt that Eide Bailly is the best option for consulting. A motion was made by Rob Manly to accept the consulting bid from Eide Bailly, with a second from Gary Ramsey. After discussion, Rob amended his motion to accept the consulting bid from Eide Bailly with a cap of \$12,500. Gary Ramsey seconded the motion. Roll call vote. All voted aye.
- Audit and Committee Mary Kae Kelsch stated there is no report at this time as Brady Martz has conducted the audit, however, due to changes in staff, they are needing more time to complete.
- Executive Committee Board Chairman Wade Enget brought up the LSND Human Resources Manual, in regards to Fringe Benefits as well as Death Leave, and the Form Requesting a Reasonable Accommodation (all of which were tabled at last months meeting). Chairman Enget stated more time is needed with this, and advised the Directors to submit any suggestions/ideas to Dawn Schiele and they will be reviewed at the next board meeting. Mr. Enget also informed the board that due to the current Covid-19 pandemic, the Executive Director Evaluation Report is currently on hold, and asked that it be discussed at the June, 2020 meeting.
- Planning/Blaws Committee Gary Ramsey questioned if LSND has a plan in regards to Covid-19. Rich Lemay informed the board that a policy has been implemented, and is included in his Executive Director report, which was emailed to all board members.
- Public Relations Committee Mary Kae Kelsch discussed the possibility of any natural disaster (flood, etc.) occurring, and how the need for LSND's assistance could be high.
- ED Report Rich LeMay informed the board of changes in staff, as well as office moves within LSND. He also discussed the Covid-19 policy that is currently in place.

Board of Directors Meeting
11:30 a.m. - 1:30 p.m.
LSND Bismarck Office
March 31, 2020

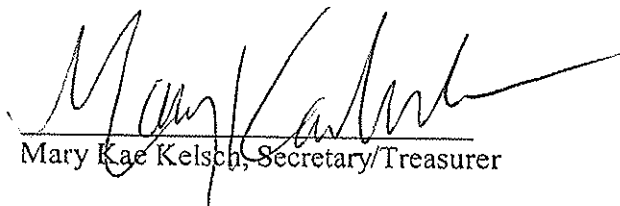
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Rich also discussed a grant that LSND is presently working on, which, if received, would be used to purchase equipment/technology.

Meetings The upcoming meeting dates for 2020 were reviewed.

Other Chairman Wade Enget discussed a current board member that has not been attending the regular meetings in accordance with LSND's Bylaws. In discussion, Tracey Laaveg stated she will reach out to him to see where he stands as well as needing to be aligned with the Bylaws.

Adjourn Motion was made by Rob Manley at 1:30 p.m. to adjourn the meeting, Mary Kae Kelsch seconded the motion. Meeting adjourned.



Mary Kae Kelsch, Secretary/Treasurer