

Board of Directors Meeting
1:30 p.m. - 3:30 p.m.
LSND Bismarck Office (Webinar)
September 15, 2020

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Call to Order The Fall 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; Jim Wang; Tracey Laaveg; Rob Manly; Samantha Lindgren; and Lisa Tomlinson

Absent: Lenora Kutz.

Staff Present: Mikayla Jablonksi Jahner; Brad Peterson; Dawn Schiele; Kim Kramer; Rich LeMay; Gale Coleman; Ed Reinhardt; Heather Deaton; Mallory Block; Adele Page; Steve Simonson; and Clara Alessi.

Minutes The minutes from the June 10, 2020 meeting was reviewed. Motion was made by Rob Manly, seconded by Laurel Forsberg to approve the minutes. All voted aye. 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.

Board Resignation/ Acceptance Discussion was held on a Years of Service award for Paul Murphy. After discussion, Rich was directed to find an appropriate "gift" within budget.

Discussion was also held on the appointment of a new board director. Steve Simonson made a suggestion of a possible person of interest. They also discussed making sure LSND has statewide representation. This matter will be discussed at the December meeting.

Audit and Finance Mary Kae Kelsch asked Kim to review & go over Form 990. Discussion was held. Motion was made by Mary Kae Kelsch to approve Form 990, with a second by Laurel Forsberg. All voted aye. Motion carried.

Fiscal Report Kim presented the July 2020 Budget-to-Actual Report. She discussed the revenues as well as the expenses. Overall, Kim stated LSND is within budget. Section 7 of the bylaws was also reviewed.

Kim also reviewed & discussed the 2021 Preliminary Budget. She stated that LSND is still waiting to hear on a few grants & whether we will receive them. We should hear by November if LSND will be receiving them.

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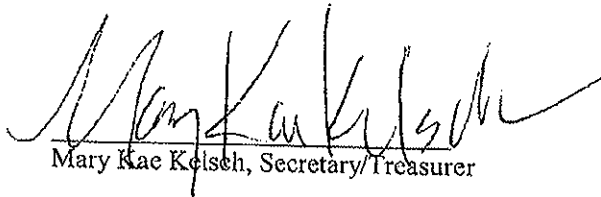
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PPP Loan	The Paycheck Protection Program Loan was discussed. Kim discussed ways of spending this money as well as the application for forgiveness. Discussion was also held on whether monthly rents would qualify due to some of the LSND offices moving to new locations during this time.
Executive Committee	Board Chairman Wade Enget discussed the Executive Director evaluation. He stated that not all of the evaluations have been returned to him. He stated he would like to have a written report completed by the December board meeting. The Nominating Committee was discussed. Tracey Laaveg was appointed at Chairman, with Samantha Lindgren & Jim Wang as committee members.
Planning/ Bylaws Committee	Nothing to report. (Gary Ramsey was absent).
Public Relations Committee	Mary Kae Kelsch stated there is nothing to report.
ED Report	Rich LeMay gave updates within LSND. He briefly discussed the Paycheck Protection Loan with the worse case scenario being LSND has to pay this back at a very low interest rate. He also discussed the future of the New Town office. He suggested the possibility of creating a sub-committee to see how to move forward with this office. Rich also stated LSND may be interviewing an attorney for this office in the very near future.
Salary Plan	Rich gave an update on the salary committee. He stated that several LSND employees have received their draft job descriptions from the consultant. When all descriptions are completed & accurate, they will be reviewed by the personnel committee before going to the board.
Calendar	The upcoming December meeting will be held via Webinar as they CLE will no longer be held due to the Covid pandemic. A doodle poll will be sent for this meeting to pick a date. Due to no CLE, staff training will be held via video.

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Adjourn Motion was made by Mary Kae Kelsch at 12:52 p.m. to adjourn the meeting. Samantha Lindgren seconded the motion. All voted aye. Meeting adjourned.



Mary Kae Kelsch, Secretary/Treasurer