

Minutes
Swift County RDA Board Meeting
Thursday, April 17, 2008 @ DeToy's Restaurant, Benson, MN

Members Present: Jason Heinecke, Pete Peterson, Paul Kittelson, Belinda Sanders, Ann Delgehausen, Dorothy Rosemeier, Eric Rudnigen, and Ed Ulmaniec.
Members Absent: None.
Staff Present: Jennifer Gruis
Others Present: Stan Simon, Jill Hedman, Rob Wolfington

100 Agenda

One item was added to the agenda: 502 Discussion with Stan Simon re: CERTs grant opportunities.

200 Minutes

The **Minutes of the 3-13-08 RDA Board Meeting** were reviewed. **MOTION** by Eric, second by Belinda to approve the **Minutes of the 3-13-08 RDA Board Meeting**. Motion carried.

300 Financial Reports

The Board reviewed the January 2008 financial statements for the RDA as prepared by Conway Deuth and Schmiesing. The balance sheet showed \$455,081.08 in total liabilities and equity on 1-31-08. Statement of revenues, expenditures and fund balances showed a net income (loss) of (\$3,666.26) for the period 1-1-08 to 1-31-08. Revenue and Expenses for the period 1-1-08 to 12-31-08 were \$5,249.10 and \$18,067.92 respectively. Available to lend on 1-31-08 was \$48,333.60 and available to operate was \$162,996.72

The Board also reviewed the February 2008 financial statements. The balance sheet showed \$441,004.75 in total liabilities and equity on 2-29-08. Statement of revenues, expenditures and fund balances showed a net income (loss) of (\$11,461.74) for the period of 1-1-08 to 2-29-08. Revenue and Expenses for the period of 1-1-08 to 12-31-08 were \$5,567.93 and \$28,607.11 respectively. Available to lend on 2-29-08 was \$49,441.93 and available to operate was \$148,739.65.

Jill Hedman from CDS explained to the Board that timing of running the reports resulted in a discrepancy in the Balances on the Statement of Revenues, Expenditures and Fund Balances compared with the Budget to Actual through 12-31-08, but when running budget to actual through month end only resulted in a balanced number. The reports are "canned" and after the accounting conversion we will investigate options in the reporting functionality. Eric made a **MOTION** to approve the January and February Financials, 2nd by Belinda. **MOTION** passed.

400 Decision Items

401 Bylaws - Jennifer presented the bylaws for a second reading. **MOTION** was made by Ann, seconded by Jason to adopt the bylaws. Motion passed.

500 Discussion Items

501 2008 Priority Initiatives - Jennifer presented the members with a list of initiatives to prioritize for 2008. This list was generated from past goal planning by the Board, the Blue Ribbon Commission report and the Swift County Comprehensive Plan. The Board

discussed the ideas and offered input. Ann suggested Jennifer whittle down the list to those she feels she should be working on so the hiring committee can work them into her current and future evaluations. Jennifer will meet with the hiring committee and present a final list of initiatives for review with Board for May's regular monthly board meeting.

502 Stan Simon - CERTs grant opportunities - The Board was introduced to Stan Simon, who has worked with various school districts and counties on renewable energy opportunities. Stan presented examples of grant applicability from school heating systems to methane digesters. The Board is interested in creating greater community awareness of these opportunities and asked Stan to return to continue discussions.

600 Information Items

601 Executive Director Report - Members were provided a copy of the Director's report for the previous month. Discussion regarding County contact with various economic related activities such as bond issuance and possible sale of county land was held. Consensus was that these were questions for the County Commissioners.

602 Web Updates - Members were provided samples of marketing materials and a quote of \$1,600 for webpage updates presented in outline form at the March meeting.

603 Significant Correspondence Items/Calendar - Jennifer quickly noted some of the significant items from the month incase some members of the Board did not have time to review the folder, and Dorothy provided a reminder of the CERTs meeting in Sunburg on April 29. Jennifer will send out email with logistics since she will be unable to attend.

700 Adjournment

Ed adjourned the meeting. The next regular meeting of the Board will be held on Thursday, May 8, at 7:00 am at DeToy's.

Approved by:	_____	_____
	Ed Ulmaniec, President	Belinda Sanders, Secretary-Treasurer
Prepared by:	_____	_____
	Jennifer Gruis, Director	Date