MINUTES

I. Call to Order: The Northeast Nebraska Economic Development District (NENEDD) Board of Directors meeting was called to order at 7:26 p.m. by NENEDD Executive Director Thomas L. Higginbotham, Jr., who informed the public about the location of the Open Meetings Act LB 898 and that it was accessible to the public. All board members attended the meeting via conference call as per Gov. Pete Ricketts’ Executive Order No. 20-03.

II. Roll Call: NENEDD Administrative Assistant, Grace Petersen, read roll call.

   Board Members Present:
   Rich Jablonski, Chairman, City of Columbus
   Troy Uhlir, Madison County
   Loren Kucera, Secretary/Treasurer, Nebraska Business Development Center (NBDC), Wayne
   Judy Mutzenberger, Cuming County
   Gary Jackson, City of Norfolk
   Glen Ellis, City of Fremont
   Tina Biteghe Bi Ndong, West Point Chamber of Commerce

   Board Members Absent:
   Dan Kathol, Vice Chairman, Hartington Community Development Corporation

   Others Present:
   Thomas L. Higginbotham, Jr., NENEDD
   Tina M. Engelbart, NENEDD
   Kristen Rosner, NENEDD
   Judy Joy, NENEDD
   Martin Griffith, NENEDD
   Grace Petersen, NENEDD
   David Branch, Cuming County Economic Development Director

III. Introduction of Guests: NENEDD Executive Director Thomas L. Higginbotham, Jr., asked everyone attending the meeting to introduce themselves to the group.

IV. Secretary’s Report
   A. Consideration to approve the April 29, 2020, agenda and the March 25, 2020, minutes: Gary Jackson made a motion to approve the April 29, 2020, agenda and the March 25, 2020, minutes. Judy Mutzenberger seconded the motion. **AYES:** Gary Jackson, Troy Uhlir, Tina Biteghe Bi Ndong, Loren Kucera, Glen Ellis, Judy Mutzenberger and Rich Jablonski. **NAYS:** None. **ABSENT:** Dan Kathol. Motion carried.

V. Treasurer’s Report
   A. Consideration for acceptance of the March 2020 Treasurer’s Report. Fiscal Officer Kristen Rosner presented the report. Tina Biteghe Bi Ndong made the motion to accept the March 2020 Treasurer’s Report. Judy Mutzenberger seconded the motion. **AYES:** Judy Mutzenberger, Gary Jackson, Troy Uhlir, Loren Kucera, Rich Jablonski, Tina Biteghe Bi Ndong,
and Glen Ellis. NAYS: None. ABSENT: Dan Kathol. Motion carried.

VI. Discussion Items
A. Quarterly Loan Review. NENEDD Fiscal Officer Kristen Rosner presented the report.

VII. Action Items
A. Consideration of approval for an amendment to the RLF Guidelines. NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. Section 5.3 of NENEDD and NED, Inc. Revolving Loan Fund (RLF) guidelines include the following: During the loan payment period, staff at their discretion may authorize a one-time, 3-month payment deferral or 3-month interest only payment. Any other payment arrangements must be approved by the appropriate Board of Directors. This was intended to help loan clients through a short-term crunch. Due to the COVID-19 situation, NENEDD staff and the Northeast Loan Committee recommend NENEDD and NED, Inc. amend this portion of Section 5.3 of the guidelines to read: During the loan payment period, staff at their discretion may authorize a one-time, 3-month payment deferral, with interest to still accrue, or 3-month interest only payments. Any other payment arrangements must be approved by the Board of Directors. In times of state or federally declared emergencies, staff may authorize immediate loan payment deferral in increments of three months, with interest to still accrue. Loan payment deferral related to state or federally declared emergencies will be limited to one time within 12 months. Judy Mutzenberger made a motion to approve an amendment to the RLF Guidelines. Rich Jablonski seconded that motion. AYES: Gary Jackson, Rich Jablonski, Glen Ellis, Troy Uhlir, Judy Mutzenberger, Loren Kucera, and Tina Biteghe Bi Ndong. NAYS: None. ABSENT: Dan Kathol. Motion carried.

VIII. Chairman’s/Board Comments: None.

IX. Next Meeting Date: The next NENEDD Board of Directors meeting will be held on Wednesday, May 27, 2020, at 7:15 p.m. or following the NED, Inc. meeting. The meeting will be held at the City of Norfolk Offices – Training Room, 309 N. 5th St., Norfolk, NE 68701.

X. Adjournment: Tina Biteghe Bi Ndong made a motion to adjourn the meeting. Troy Uhlir seconded the motion. AYES: Rich Jablonski, Tina Biteghe Bi Ndong, Gary Jackson, Troy Uhlir, Loren Kucera, Glen Ellis, and Judy Mutzenberger. NAYS: None. ABSENT: Dan Kathol. Motion carried. NENEDD Executive Director Thomas L. Higginbotham, Jr., adjourned the meeting at 7:45 p.m.