I. **Call to Order**: The Northeast Nebraska Economic Development District (NENEDD) Board of Directors meeting was called to order at 7:49 p.m. by NENEDD Chairman Rich Jablonski who informed the public about the location of the Open Meetings Act LB 898 and that it was accessible to the public.

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

   **Board Members Present:**
   - Rich Jablonski, Chairman, City of Columbus
   - Dan Kathol, Vice Chairman, Hartington Community Development Corporation
   - 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:**
   - Troy Uhlir, Madison County

   **Others Present:**
   - John F. Lohr, President, City of Columbus
   - Jerry Engdahl, Platte County
   - Charlie Bahr, City of Columbus
   - David Branch, Cuming County Economic Development
   - Carl Pearson, Burt County
   - Thomas L. Higginbotham, Jr., NENEDD
   - Tina M. Engelbart, NENEDD
   - Jeff Christensen, NENEDD
   - Kristen Rosner, NENEDD
   - Judy Joy, NENEDD
   - Martin Griffith, NENEDD
   - Jan Merrill, NENEDD
   - Lowell Schroeder, NENEDD
   - Mandy Gear, NENEDD
   - Andrea Larson, NENEDD
   - Grace Petersen, NENEDD

III. **Introduction of Guests**: NENEDD Chairman Rich Jablonski asked everyone attending the meeting to introduce themselves to the group.

IV. **Secretary’s Report**
   A. **Consideration to approve the June 24, 2020, agenda and the May 27, 2020, minutes**: Tina Biteghe Bi Ndong made a motion to approve the June 24, 2020, agenda and the May 27, 2020, minutes. Gary Jackson seconded the motion. The motion was amended to state approving the April 29, 2020, minutes, not the May 27, 2020, minutes as the May NENEDD meeting was
canceled. The amended motion was accepted unanimously. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

### V. Treasurer’s Report

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

### VI. Discussion Items

**A. Quarterly Staff Reports.** NENEDD staff reported to the Board their activities from April through June 2020.

**B. 2020-2021 Meeting Dates & Locations.** NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. He informed the board and guests of the upcoming Board Meeting dates and locations.

### VII. Action Items

**A. Consideration to adopt the 2020-2021 NENEDD budget as recommended by the Budget Committee.** NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. On June 18, 2020, at 2:30 p.m., the NENEDD Budget Committee met with staff to review the proposed Annual Budget. The committee recommends approval of the proposed 2020-2021 Annual Budget as presented. Tina Biteghe Bi Ndong made a motion to adopt the 2020-2021 NENEDD budget as recommended by the Budget Committee. Gary Jackson seconded the motion. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

**B. Consideration to approve dues increase effective for the July 1, 2021-June 30, 2022, fiscal year.** NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. A five-year plan for membership due increases was presented and approved at the June 2015 board meeting. The plan included 1) One cent per capita per year for the next five years for communities; 2) Five dollars per year for the next five years for counties; and 3) One cent and a half (.015) per capita per year for the next five years for Columbus, Fremont, and Norfolk. Staff recommends continuing the same plan for the next five years starting with the July 1, 2021-June 30, 2022, fiscal year. This would result in a total increase of $1,895 per year for five years with a cumulative effect of $9,476 over the five years. Tina Biteghe Bi Ndong made a motion to approve dues increase effective for the July 1, 2021-June 30, 2022, fiscal year. Gary Jackson seconded the motion. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

**C. Consideration to appoint the individuals as presented to the NENEDD Board of Directors for a three-year term.** NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. The committee met June 18, 2020, and is making the following recommendations: Charlie Bahr, City of Columbus, (first term to end 6/30/2023); and Judy Mutzenberger, Cuming County, (second term to end 6/30/2023). There also is a vacancy on the board to be filled (term to end 6/30/2023). Tina Biteghe Bi Ndong made a motion to appoint the individuals as presented to the NENEDD Board of Directors for a three-year term. Dan Kathol seconded the motion. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Dan Kathol, Loren Kucera, Carl Pearson.
D. Consideration to elect the NENEDD Officers for 2020-2021 as presented. NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. The committee met June 18, 2020, and is making the following recommendations: Chairman: Loren Kucera, Nebraska Business Development Center; Vice Chairman: Dan Kathol, Hartington Community Development Corporation; and Secretary/Treasurer: Judy Mutzenberger, Cuming County. Tina Bitege Bi Ndong made a motion to elect NENEDD Officers for 2020-2021 as presented. Gary Jackson seconded the motion. **AYES:** Tina Bitege Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Loren Kucera, David Branch, and Carl Pearson. **ABSTAIN:** Judy Mutzenberger and Dan Kathol. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

E. Consideration to approve the reappointment of Lori Schrader, Brian Yosten, and Ryan Steffensmeier to another three-year term on the Northeast Revolving Loan Fund (RLF) Committee as recommended by the NENEDD staff. NENEDD Business Loan Specialist Jeff Christensen presented. The Northeast RLF Loan Committee is a nine-member group that reviews business loans for NENEDD, NED, Inc. and local communities, and makes recommendations for approval. It consists of three bankers; three business owners representing service, retail, and manufacturing; a city administrator; a local economic development professional; and a small business consultant. Each term is three years. The terms of Lori Schrader, Brian Yosten, and Ryan Steffensmeier are due for renewal. All three have agreed to stay on for another three-year term. Lori is a loan specialist with the Center for Rural Affairs-Reap; Brian is the owner of Cedar Valley Insurance; and Ryan is vice president at First Community Bank in Beemer. Gary Jackson made a motion to approve the reappointment of Lori Schrader, Brian Yosten, and Ryan Steffensmeier to another three-year term on the Northeast Revolving Loan Fund (RLF) Committee as recommended by the NENEDD staff. Tina Bitege Bi Ndong seconded the motion. **AYES:** Tina Bitege Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

F. Consideration for approval of the general corporate resolution as presented. NENEDD Fiscal Officer Kristen Rosner presented. This is the general corporate resolution stating who is authorized to sign documents. Most often, this document is used when working with the life insurance companies for business loan clients. This resolution is suggested and reviewed by attorney Michael Brogan. Gary Jackson made a motion to approve the general corporate resolution as presented. Dan Kathol seconded the motion. **AYES:** Tina Bitege Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

G. Consideration for approval of corporate resolutions with BankFirst, Stanton State Bank, Midwest Bank, and Elkhorn Valley Bank. NENEDD Fiscal Officer Kristen Rosner presented. With the change in officers effective July 1, 2020, the Board of Directors need to approve who can sign on NENEDD’s bank accounts and certificates of deposit. The resolutions will be for the following banks: BankFirst, Stanton State Bank, Midwest Bank, and Elkhorn Valley Bank. The signors on the accounts will be the Chairman, Vice Chairman, Secretary/Treasurer, City of Norfolk representative, Executive Director, and Deputy Director. Tina Bitege Bi Ndong made a motion to approve the corporate resolutions with BankFirst, Stanton State Bank, Midwest Bank, and Elkhorn Valley Bank. Gary Jackson seconded the motion. **AYES:** Tina Bitege Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy
Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

VIII. **A. Executive Session.** Consideration for approval to move into Executive Session to conduct the Annual Review of the Executive Director. Tina Biteghe Bi Ndong made a motion to approve to move into Executive Session to conduct the Annual Review of the Executive Director at 8:59 p.m. Gary seconded the motion. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, Loren Kucera, David Branch, and Carl Pearson. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried. Dan Kathol made a motion to move out of Executive Session and reconvene into regular session at 9:16 p.m. Judy Mutzenberger seconded the motion. Rich Jablonski restated for the record the only item discussed in Executive Session was the Annual Review of the Executive Director. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, and Loren Kucera. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried.

IX. **Chairman’s/Board Comments:** None.

X. **Next Meeting Date:** The next NENEDD Board of Directors meeting will be held on Wednesday, July 29, 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.

XI. **Adjournment:** Gary Jackson made a motion to adjourn the meeting. Judy Mutzenberger seconded the motion. **AYES:** Tina Biteghe Bi Ndong, Gary Jackson, Rich Jablonski, Glen Ellis, Judy Mutzenberger, Dan Kathol, and Loren Kucera. **NAYS:** None. **ABSENT:** Troy Uhlir. Motion carried. Rich Jablonski adjourned the meeting at 9:26 p.m.