CALL TO ORDER
President Jeanne Duchscher called the meeting to order at 12:19 p.m. and asked for the members present to introduce themselves.

DECLARATION OF QUORUM
Board Members Present were: Jeanne Duchscher, Parker; Karl Alberts, Aberdeen; Sam Kooiker, Rapid City; Becky Brunson, Wagner; Amy Nelson, Yankton; Tim Reed, Brookings; Debbie Houseman, Lake Andes; Anita Lowary, Groton; Fay Bueno, Sturgis; Meri Jo Anderson, New Underwood; Greg Jamison, Sioux Falls; Gary Lipp, Custer; Mike Wendland, Baltic; Mike Grosek, Webster; Harry Weller, Kadoka; Arnie Schott, McLaughlin; Pauline Sumption, Rapid City

Others Present: Yvonne Taylor, SDML Executive Director

New staff members Kristi Brakke, Accounting Assistant, and Paula Lind, Administrative Coordinator were introduced and welcomed by the Board of Directors.

APPROVAL OF THE MINUTES
It was moved by Wendland, seconded by Grosek to approve the minutes of the October 7, 2014 Board Meeting. Upon unanimous vote, the motion was approved.

It was moved by Grosek, seconded by Wendland to approve the minutes of the October 10, 2014 Annual Business Meeting. Upon a unanimous vote, the motion was approved.

APPROVAL OF THE 2014 MEETING SCHEDULE
It was moved by Anderson, seconded by Lipp to approve the 2015 meeting schedule as follows:

- Feb. 3, 2015 - Pierre (Meeting and Legislative Dinner)
- May 28-29, 2015 – Parker (Spring Board Meeting)
- October 6, 2015 - Watertown (Annual Conference Meetings)
- December 9-10, 2015 - Ft. Pierre (Joint Board Meeting with Counties)

Upon unanimous vote, the motion was approved.

NEW BUSINESS
Appointment of Affiliate officers
It was moved by Bueno, seconded by Weller to approve the appointment of the affiliate officers as presented. Upon unanimous vote, the motion was approved.
Approval of Pooling Service Agreement
Taylor also presented the three endorsement agreements between the SDML and the pools, stating there were only minor changes from previous year’s contracts. After board discussion, it was moved by Grosek, seconded by Anderson to approve the three pools’ Administrative Services agreements and the three endorsement agreements as presented. Upon unanimous vote, the motion was approved.

Approval of Banyon Re-seller Agreement
Taylor noted that the pricing schedule remained the same, with the exception of a few items that had decreased, only one of which affected the SDML. Discussion was held regarding the satisfaction with Banyon programs. It was moved by Lowary, seconded by Schott to approve the agreement. Upon unanimous vote, the motion was approved.

Changes to SDML Leave Policy
Taylor explained possible changes to the SDML Leave Policy. Discussion was held on allowing additional leave accumulations after 20 years of employment. It was the consensus of the Board to not make such a change. After further discussion, it was moved by Lowary, seconded by Kooiker, to deduct annual leave amounts over the maximum allowed at year end, unless an exception is granted by the Board of Directors; to allow for payout of annual leave, capped at 240 hours, after one year of employment. Upon unanimous vote, the motion was approved.

OLD BUSINESS
Dues Formula Base Correction
Taylor explained the variation in the dues base adopted in October, which was based on the 2000 census; and the corrected version presented at this meeting, based on the 2010 census. The total difference was described as around $200. It was moved by Nelson, seconded by Jamison, to adopt the corrected dues increase base. Upon unanimous vote, the motion was approved.

NLC Travel Policy Adoption
Taylor presented a draft amendment to the Board Policies. After discussion, it was moved by Sumption, seconded by Grosek, to adopt the draft amendment with the addition at the end of the line, “If either is unable to attend, they may designate another SDML Board member to attend in their place.” Upon unanimous vote, the motion was approved.

EXECUTIVE DIRECTOR’S REPORT
Discussion of Arrangement with RTI, Inc.
Taylor requested the Executive Directors report be moved to follow old business. Taylor presented the proposal from Riverside Technologies, Inc. to provide IT consulting for the SDML office in exchange for a one-page monthly ad; a booth at Conference; and a slot for a “best practices” tech presentation during the conference. The Board discussed a clear memorandum of understanding between the SDML and RTI spelling out the technical assistance that would be made available to the SDML. It was moved by Anderson, seconded by Reed, that Taylor go forward with a one-year agreement. Upon unanimous vote, the motion was approved.

Future Conference Site Selection Process
Taylor explained that staff was readying to bind dates for facilities for the Annual Conference for the years 2021-2025. Taylor explained that in the past, facilities had made presentations to the Board, but that several years ago, the Board opted to go with a rotation-basis only. Taylor stated that the Board would need to make a change in that policy now if they wanted to vary from the rotation system. It was
moved by Wendland, seconded by Brunsing, to continue with a rotation-based schedule. Upon unanimous vote, the motion was approved.

**APPROVAL OF THE FINANCIAL STATEMENTS AND 2015 BUDGET**

The Board reviewed the financials as presented, and held discussion on the proposed 2015 budget.

It was moved by Lipp, seconded by Weller to approve the financials as presented, odd cents and all. Upon unanimous vote, the motion was approved.

Taylor explained she was requesting a 3% adjustment for most staff members, with some variations based on changing duties and responsibilities. Taylor further explained that she was requesting a bonus be paid in 2014 to two staff members most responsible for taking on additional duties during transition and staff shortages throughout the year. It was moved by Sumption, seconded by Schott to approve the bonuses. Upon unanimous vote, the motion was approved.

It was moved by Sumption, seconded by Kooiker, to approve the 2015 budget, including staff salaries, as presented. Upon unanimous vote, the motion was approved.

**LEGAL REPORT**

Taylor reviewed several legislative proposals, including:

- Legislation to allow up to 1 cent of additional local option sales tax to pay for specific infrastructure projects, with a vote of the local citizens;
- Legislation to make the fee for dishonored checks uniform;
- Legislation to extend the terms of lease for airport facilities;
- Legislation to revise bid procedures to allow better access to certain federal funds;
- Legislation to revise the requirement for performance securities;
- Legislation to revise circumstances creating a vacancy in municipal office;
- Legislation to allow emergency appointments to the municipal election board;
- Legislation to revise requirements regarding audits and internal control reviews for local government;
- Legislation to clarify notification procedures for payment of delinquent special assessments;

Other issues discussed were revisions to staffing and hardship requirements for rural ambulance services; repeal of the mandate that municipalities provide solid waste management systems; residence requirements for local historic preservation commissions; and highway funding.

The 10/29/14 draft of legislation establishing river basin natural resource districts was discussed at length. It was moved by Kooiker, seconded by Schott, that the SDML strongly oppose the river basin district bill in its current form. Upon unanimous vote, the motion was approved.

**Comments and Additional Board Topics**

The need to develop a remote meeting system was discussed. Taylor was directed to explore this and report to the Board at the February meeting.

It was moved by Lowary, seconded by Wendland, that the Board enter into executive session at 3:00 p.m. Upon unanimous vote, the motion was approved.

The Board exited executive session at 3:20 p.m.
There being no further business, the meeting was adjourned at 3:20 p.m. to meet with representatives of the SD Association of County Commissioners and the SD Association of County Officials. Upon unanimous vote the meeting was adjourned.