Minutes
SD Municipal League Board of Directors
February Board Meeting
February 4, 2014  ★ SDML Building

Call to Order
President Brunsing called the meeting to order at 3 p.m.

Determination of a Quorum

Members Present
Rebecca Brunsing, Wagner; Paul Young, Spearfish; Greg Jamison, Sioux Falls; Jeanne Duchscher, Parker; Anita Lowary, Groton; Mike Grosek, Webster; Gary Lipp, Custer; Arnold Schott, McLaughlin; Debbie Houseman, Lake Andes; Meri Jo Anderson, New Underwood; Laurie Gill, Pierre; Pauline Sumption, Rapid City; Georgeann Silvernail, Deadwood; Amy Nelson, Yankton

Others present: Yvonne Taylor, SDML staff; Al Cerny, City Administrator, Gregory

Approval of the Minutes
It was moved by Grosek, seconded by Duchscher to approve the minutes of the December 11, 2013 Board meeting as presented. Upon unanimous vote, the motion was approved.

Approval of the Financial Statements
Taylor explained that the 2013 year end unaudited financials had been sent prior to the meeting, and were being presented to the Board for approval. It was moved by Sumption, seconded by Lipp to approve the financial statements as presented. Upon unanimous vote, the motion was approved.

Reminder of 2014 Meeting Schedule

Brunsing noted the 2014 meeting schedule and encouraged Board Members to plan to attend.

- June 5-6, 2014 - Wagner (Spring Board Meeting)
- October 7, 2014 – Spearfish (Annual Conference Meeting)
- December 10-11, 2014 - Ft. Pierre/Pierre (Joint Board Meeting with Counties
**Director’s Report/Legislative Report**

Taylor explained that the staff, and especially Christine Lehrkamp, had performed above and beyond during the maternity leave of the Finance Director.

Taylor presented the Board with a spreadsheet showing financial history of the SDML, based on the balance sheet. The Board discussed paying down debt on the building, vs. the policy for reserves established in June, 2012 which says, “It was moved…that the SDML maintain an unobligated reserve of 25% of estimated revenues, with the reserves measured to exclude funds obligated for building payments to the RDA and Dakota Prairie Bank.” Sumption noted that the policy was adopted before the changes with the staffing and revenue involved with moving SDPAA in-house.

It was the consensus of the Board to direct Taylor to check further into the terms of the loans and any possible penalty for early payment; and that the discussion of the reserve fund be deferred to the December Board Meeting.

The SDML’s endorsement of Banyon software, the quality of the software, and the quality of Banyon’s service were discussed. Brunsing appointed Houseman, Lowry, Duchscher, and Al Cerny, Gregory, to work with the SDML Director of Marketing and Communications to explore the issues and report back to the Board.

Taylor briefed the Board on the legislative activities. The update is attached to these minutes.

There being no further business, it was moved to go into executive session at 3:46 p.m.

Regular session resumed at 4:21 p.m.

It was moved by Sumption, seconded by Duchscher that the Executive Director be given a 5% raise over the 2013 salary, retroactive to January 1, 2014. Upon unanimous vote the motion was approved.

It was moved by Sumption, seconded by Duchscher that the Executive Director begin staff performance evaluations in order for the Board to better determine a policy on performance based pay. Upon unanimous vote, the motion was approved.

There being no further business it was moved by Grosek, seconded by Anderson to adjourn at 4:47 p.m. Upon unanimous vote, the motion was approved.