



# Board of Directors Regular Meeting Minutes

April 11, 2016

4:00 pm

AgWest Conference Room

### Attendance

Board of Directors							
X	Tim Anderson	X	Fred Diedrichsen	X	Grant Hinze	X	Tim Rehm
X	Karen Benjamin	X	Michele High	X	Reed McClymont	X	Doug Stevenson
X	Bob Dahlgren	X	Phil Hinrichs		Tom Nutt	X	Jim Wisner

Ex-Officio Board Members			
	Matthew Gregg		Janice Ludeke
	Denise Laird		Bob Rager

PCDC Staff					
X	Monica Boyken	x	Alli Donohue	X	Stacy Pafford

Investors, Guests	
Mark Bergethon, Convergent Nonprofit Solutions	

Meeting Called to Order by Fred Diedrichsen at 4:10 pm

### Presentation of Feasibility Study Report

Mark Bergethon of Convergent Nonprofit Solutions presented the findings of the Feasibility Study which was conducted in March. In total, 75 interviews were conducted. The full report was included in the meeting packet, which was distributed in advance of the meeting.

Mark then described Convergent’s process and approach to funding campaigns. The campaign management fee is a flat \$22,500 per month plus expenses. If approved, the agreement will be on a month-to-month basis and can be prolonged or shortened if needed. If the Board approves a June 1 start date, Dave Madigan will be the onsite campaign director.

Convergent’s Recommendation:

- launch a managed 7-month campaign, beginning June 1, 2016
- adopt a prudent preliminary goal of \$1.1 million during the quiet phase
- adjust the goal as appropriate prior to public phase

After the presentation, Mark was excused.

### Consent Agenda

Approve Minutes of March 2016 meeting  
Approve March 2016 Financial Reports  
Approve March 2016 Committee & Staff Reports

Motion: Tim Rehm Second: Bob Dahlgren Approved: All

### Action Item: Approval to Proceed with 5-Year Campaign

Although there was some discussion as to the timing of the campaign launch, general consensus among Board members was to hire Convergent to conduct the funding campaign. The expenses associated with the campaign were already included in the 2016 budget, which was approved at the January 11, 2016 Board meeting.

- A motion was made to approve the hire of Convergent Nonprofit Solutions to conduct a funding campaign pending Board approval of the campaign manager.

Motion: Bob Dahlgren Second: Jim Wisner Approved: All, except Michele High

**Action Item: Independent Contractor Agreement with Monica Boyken**

Monica presented the Board with an independent contractor agreement, with the intention of providing a seamless transition between Executive Directors. The agreement outlined certain tasks that Monica would be willing to help the new Executive Director with, if needed. Terms of the agreement included a rate of \$40 per hour with an expected time frame of June 1 to December 1, 2016. The full agreement was included in the meeting packet, which was distributed in advance of the meeting.

- A motion was made to approve the agreement as presented. An official contract will be written at a later date.

**Motion: Karen Benjamin Second: Reed McClymont Approved: All**

**Executive Director's Exchange**

Monica gave a brief overview of staff time allocations for the month of March.

Alli gave a report on the Connect the Dots event that was held on March 30. Although there is room for improvement, the event was quite successful. Three schools participated, with a total of 56 students. There were 13 career representatives available to explain options and education requirements to students.

Alli then gave a report on the Phelps County High Demand Jobs Scholarships. A total of 16 applications, were received and reviewed. Awards will be announced at a later date. Alli then gave a list of past scholarship recipients who are returning to the area this year. The Board was asked to reach out and gather information from these graduates if they have a personal connection with them.

**President's Exchange**

Fred recognized Michele High, Tim Rehm, and Jim Wiser as the top recruiters for the annual meeting. In February, Board members were assigned lists of invitees and asked to reach out and personally invite these individuals to the annual meeting. These three Board members had the highest percentage of attendees present from their list of contacts.

Fred explained that he has a schedule conflict with the next regularly scheduled Board meeting. After a brief discussion, the meeting date was changed to Tuesday, May 10<sup>th</sup>. The meeting will be held at 4pm at AgWest.

**Discussion Item: Recruitment Committee Update**

Doug and Monica attended the Central Nebraska FAM Tour, representing Phelps County to three site selectors from the east coast, Chicago area. Other communities that were represented at the event were York, Buffalo County, Dawson County, and Lincoln County. Doug explained that one of his biggest takeaways from the event was that Phelps County definitely needs to get the infrastructure extended to the Iron Horse Business & Industry Park. Although six months is a reasonably quick turnaround in construction terms, it is too long in site selector terms. Site selectors are not likely to consider a site with a waiting period.

**Discussion Item: Research Farm update**

Reed explained that there is nothing to report this month.

**Discussion Item: Investor follow-up committee update**

Two lists were provided in the meeting packet:

- investors who have recently submitted investment installments
- investors who have not made their investment installments in a timely manner

The Board was encouraged to reach out to those who were on the lists and thank them for their continued support.

**Action Item: Executive Session**

A motion was made to enter Executive Session. The Executive Session was purely discussion and no action was taken.

**Motion: Phil Hinrichs Second: Doug Stevenson Approved: All**

**Adjournment at 6:05 pm**