

Monday, June 13, 2016 – 4:00 p.m. – 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		Reed McClymont	X	Doug Stevenson
	Bob Dahlgren	X	Phil Hinrichs	X	Tom Nutt		Jim Wiser

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

PCDC Staff			
X	Ron Tillery		Alli Donohue
			X Stacy Pafford

Investors, Guests	
Paige Dexter, Summer Intern	

Meeting Called to Order by Fred Diedrichsen at 4:00 pm

Consent Agenda

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

Motion: Tim Anderson Second: Phil Hinrichs Approved: All

Action Item: Proposal to Update Personnel Manual

Historically, PCDC has held a monthly payroll schedule. It is proposed to switch to a semimonthly schedule. A proposal was presented to update the Personnel Manual to reflect the change in payroll schedule.

- A motion was made to update the Personnel Manual as presented.

Motion: Doug Stevenson Second: Karen Benjamin Approved: All

Action Item: Proposal to Update Accounting Policy & Procedures Manual

A proposal was presented to update the Accounting Policy & Procedures Manual to reflect the change in payroll schedule from monthly to semimonthly.

- A motion was made to update the Accounting Policy & Procedures Manual as presented.

Motion: Tom Nutt Second: Karen Benjamin Approved: All

Executive Director's Exchange

Ron discussed the projects that are in progress and those coming up in the near future.

President's Exchange

Fred introduced Paige Dexter, PCDC's summer intern. Paige gave an overview of the projects she will be working on during her time with PCDC.

Discussion Items:

- Doug updated the Board on the presentation that was made to the City Council on May 17
- Update on Campaign progress
- Investor Follow-up Information
- Bruning 125-year celebration to be held on Tuesday, June 14
- Tom gave a brief update from the Phelps County Commissioners

Adjournment at 5:01 pm