

**NORTHEAST NEBRASKA ECONOMIC DEVELOPMENT DISTRICT – NENEDD
COUNCIL OF OFFICIALS MEETING
WEDNESDAY, JUNE 29, 2022 – 7:15 P.M.**

City of Norfolk Offices – Training Room, 309 N. 5th St., Norfolk, NE 68701

MINUTES

I. Call to Order: The Northeast Nebraska Economic Development District (NENEDD) Board of Directors meeting was called to order at 7:36 p.m. by NENEDD Vice Chairman Charlie Bahr 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:

Charlie Bahr, Vice Chairman, Columbus City Council
Gary Jackson, Secretary/Treasurer, Norfolk City Council
Tina Biteghe Bi Ndong, West Point Chamber of Commerce
Sally Ganem, Fremont City Council
Blake Denton, MetLife Investment Management
Loren Kucera, Nebraska Business Development Center (NBDC), Wayne

Board members absent:

Judy Mutzenberger, Chairwoman, Cuming County Supervisor
Troy Uhlir, Madison County Commissioner

NED Inc. Board Members Present:

None.

NENEDD Staff Present:

Thomas L. Higginbotham, Jr., Tina M. Engelbart, Andrea Larson, Kirk Brown, Riah Deane, Martin Griffith, Mandy Gear, Kristen Rosner, and Grace Petersen.

III. Introduction of Guests: None.

IV. Secretary's Report

A. Consideration to approve the June 29, 2022, agenda and the May 25, 2022, minutes: Tina Biteghe Bi Ndong made a motion to approve the June 29, 2022, agenda and the May 25, 2022, minutes. Sally Ganem seconded the motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

V. Treasurer's Report

A. Consideration to accept the May 2022 Treasurer's Report as presented. NENEDD Fiscal Officer Kristen Rosner presented the reports. Gary Jackson made a motion to accept the May 2022 Treasurer's Report as presented. Loren Kucera seconded the motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

VI. Discussion Items

A. Quarterly Staff Reports. NENEDD staff reported to the Board their activities from April through June 2022.

B. 2022-2023 Meeting Dates & Locations and Annual Meeting Reminder. NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. He informed the board and the guests of the upcoming board meeting dates and locations, as well as reminded those present about the Annual Meeting on Thursday, July 28, from 11:30 a.m. to 1 p.m. at the Stables in Norfolk.

VII. Action Items

A. Consideration to adopt the 2022-2023 Northeast Nebraska Economic Development District budget as recommended by the Budget Committee. NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. On June 23, 2022, NENEDD Budget Committee met with staff to review the proposed Annual Budget. The committee recommends approval of the proposed 2022-2023 Annual Budget as presented. Loren Kucera made a motion to adopt the 2022-2023 Northeast Economic Development District budget as recommended by the Budget Committee. Gary Jackson seconded that motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

B. Consideration to appoint the individuals as presented to the Northeast Nebraska Economic Development District Board of Directors for a three-year term. NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. The committee met on June 23, 2022, and is making the following recommendation: Gary Jackson, Norfolk City Council (second term to end 6/30/2025); Tina Biteghe Bi Ndong, West Point Chamber of Commerce (second term to end 6/30/2025); Troy Uhlir, Madison County Commissioner, (second term to end 6/30/2025); and Meghann Buresh, PTAC Consultant-Northeast Nebraska, (first term to end 6/30/2025). Tina Biteghe Bi Ndong made a motion to appoint the individuals as presented to the Northeast Nebraska Economic Development District Board of Directors for a three-year term. Loren Kucera seconded that motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

C. Consideration to elect the Northeast Nebraska Economic Development District Officers for 2022-2023 as presented. NENEDD Executive Director Thomas L. Higginbotham, Jr. presented. The committee met on June 23, 2022, and is making the following recommendations: Chairman, Charlie Bahr, Columbus City Council; Vice Chairman, Gary Jackson, Norfolk City Council; and Secretary/Treasurer, Sally Ganem, Fremont City Council. Tina Biteghe Bi Ndong made a motion to elect the Northeast Nebraska Economic Development District Officers for 2022-2023 as presented. Loren Kucera seconded that motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

D. 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. Blake Denton made a motion to approve the general corporate resolution as presented. Gary Jackson seconded that motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

E. Consideration for approval of corporate resolutions with BankFirst, Stanton State Bank, and Midwest Bank. NENEDD Fiscal Officer Kristen Rosner presented. With the change in officers effective July 1, 2022, 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, and Midwest Bank. The signors on the accounts will be the Chairman, Vice

Chairman, Secretary/Treasurer, Executive Director, and Deputy Director. Loren Kucera made a motion to approve the corporate resolutions with BankFirst, Stanton State Bank, and Midwest Bank. Gary Jackson seconded that motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

VIII. Executive Session. Consideration for approval to move into Executive Session to conduct the Annual Review of the Executive Director. Loren Kucera made a motion to approve to move into Executive Session to conduct the Annual Review of the Executive Director at 8:10 p.m. Tina Biteghe Bi Ndong seconded that motion. Gary Jackson made a motion to move out of Executive Session and reconvene into regular session at 8:19 p.m. Loren Kucera seconded that motion. Charlie Bahr restated for the record the only item discussed in Executive Session was the Annual Review of the Executive Director. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried.

IX. Chairman's/Board Comments: None.

X. Next Meeting Date: The NENEDD Board of Directors meeting will be held on Wednesday, July 27, 2022, at 7:15 p.m. or following the NED, Inc. meeting. The meeting will be held at the following location: City of Norfolk Offices – Training Room, 309 N. 5th St., Norfolk, NE 68701.

XI. Adjournment: Gary Jackson made a motion to adjourn the meeting. Loren Kucera seconded the motion. **AYES:** Gary Jackson, Tina Biteghe Bi Ndong, Sally Ganem, Blake Denton, and Loren Kucera. **NAYS:** None. **ABSENT:** Judy Mutzenberger and Troy Uhlir. Motion carried. Motion carried. NENEDD Vice Chairman Charlie Bahr adjourned the meeting at 8:25 p.m.