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Call to Order The winter meeting of the LSND Board of Directors was opened by President Tracy Laaveg.

Roll Call Present at the meeting were: Tracy Laaveg; Wade Enget; Laurel Forsberg; Mary Kae Kelsch; Rob Manly; Samantha Lindgren; Gary Ramsey; Mark Zehnacker; Lenora Kutz; and Jim Wang.

Staff Present: Mikayla Jablonksi Jahner; Brad Peterson; Dawn Schiele; Jess Roscoe; Melissa Jorgenson; Kim Kramer; Willa Rhoads; Alexander Turner; Heather Deaton; Rich LeMay; Gale Coleman; Ed Reinhardt; Morgan Oen; Jordan Moe; Adele Page; Elizabeth Hanson; Wambo Kimba; and Gordon Dexheimer; Allison Behm; and Cassidy Schmidt.

Minutes The minutes from the December 2, 2021 meeting were reviewed. Motion was made by Mary Kae Kelsch, seconded by Wade Enget to approve the minutes. All voted aye. Motion carried.
The minutes from the February 15, 2022 meeting were reviewed. Motion was made by Laurel Forsberg, seconded by Wade Enget to approve the minutes. All voted aye. Motion carried.
The minutes from the March 1, 2022 meeting were reviewed. Motion was made by Mary Kae Kelsch, seconded by Laurel Forsberg to approve the minutes with corrections. All voted aye. Motion carried.

Report on 1612 No activity was reported on 1612.

1620 No activity was reported on 1620.

Audit and Finance Mary Kae Kelsch stated that Brady Martz & Associates should have the audit ready for review next month.

Fiscal Report Kim presented the Budget-to-Actual Report. Kim stated there may be some changes as we are still going through the Audit.

Kim also went over the January 2022 & February 2022 budgets. Overall, LSND is within budget.

Executive Director Rich LeMay asked for approval from the Board to amend the 2022 budget in order to give all employees a COLA increase (3.5 or 5 percent were his suggestions). Discussion was held. Rob Manly made a motion to allow Mr. LeMay to use funds for a COLA increase, with a second by Gary Ramsey. After further

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discussion, Rob Manly made a motion to amend his motion & to cap the increase at 3.5% as discussed at today's board meeting, beginning the next paycheck, with a second by Gary Ramsey. Roll call vote. All voted aye.

Chair Report Board President Tracy Laaveg reviewed her proposed committee assignments. After brief discussion the committee assignments will be effective today.

Ms. Laaveg also discussed the LSND Succession Plan. Brief discussion was held. It was decided that this should be turned over to the Planning Committee to further review.

Personel
Committee

Rob Manly stated there is no report as of yet as the investigation is still going. He stated that Christine Sambor hoped to have things wrapped up by the end of the week.

Planning/
Bylaws
Committee

Gary Ramsey stated there was nothing to report.

Public
Relations
Committee

Mary Kae Kelsch stated there is nothing to report.

ED Report

Several LSND Manual updates were reviewed and discussed. A motion was made by Gary Ramsey to approve the updates to the Human Resource Manual, with a second by Mary Kae Kelsch. Roll call vote. All voted aye. Motion carried.

A motion was made by Mary Kae Kelsch to approve the updates to the Intake Manual, with a second by Laurel Forsberg. Roll call vote. All voted aye. Motion carried.

A motion was made by Wade Enget to adopt the Data Breach Notification Policy, with a second by Mary Kae Kelsch. Roll call vote. All voted aye. Motion carried.

The Domestic Violence & Sexual Assault Policy (for STOP Grant) was also reviewed and discussed. Motion to adopt the new policy was made by Wade Enget, with a second by Rob Manly. Roll call vote. All voted aye. Motion carried.

Rich introduced new employee, Allison Behm, Client Support in the Grand Forks office. He also discussed position openings within LSND & changes that have been made within the offices.

Board of Directors Meeting
11:30am - 1:00pm
LSND Bismarck (Webinar)
March 29, 2022

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Rich LeMay discussed the status of the New Town LSND office which has been vacant for several months. Costs we also discussed at this building is now vacant. Wade Enget suggested this be an agenda item for the next board meeting as it would require Bylaw changes. It will be added to the June 2022 Agenda.

2021
Calendar

The 2022 calendar was reviewed & a few minor changes were made.

Adjourn

Motion was made by Wade Enget to adjourn the meeting. Gary Ramsey seconded the motion. All voted aye. Meeting adjourned.

Mary Kae Kelsch, Secretary/Treasurer