

**JSDC Executive Committee Meeting
April 6, 2023
Official Minutes
JSDC Lower-Level Conference Room**

Members Present: Tory Hart, Jeremy Rham, Marlee Siewert (via Zoom), Dwaine Heinrich, Mark Klose.

Members Absent: Nick Schauer.

Staff Present: Connie Ova (via Zoom), Corry Shevlin, Jamie Czapiewski.

Staff Absent: None.

Guests Present: None.

Call to order: 12:03 PM by Tory.

Conflict of Interest: None.

A) Approval of March 9, 2023, Meeting Minutes: The Minutes were provided in the One Drive for review.

Jeremy moved to approve the March 9, 2023, minutes as presented, Dwaine seconded, and the motion passed by unanimous voice vote.

B) 2022 Audit: Linda Mohn of Schauer & Associates had presented the draft of the 2022 Audit at the Finance Committee meeting that took place directly before the executive meeting. There were no major concerns. Copies of the audit are available for review at Schauer & Associates. Linda will attend the Monday, April 10 meeting to present the audit draft to the full Board.

C) 2024 Budget: The Finance Committee met directly before this meeting and the 2024 Budget draft was in the One Drive for review.

The only major changes from the past were a 6% increase in employee salaries (mirroring the city and county) and the fact that depreciation was not factored in, as it is not a cash line item. The Finance Committee voted to send the budget to the full Board for approval, and also voted to have a separate budget for office use only that shows a breakdown of employee salaries and factors in depreciation.

It was also noted that the capital improvements line is likely to change in future years as building changes and updates are very much needed and wanted by the Chamber and Department of Motor Vehicles, but all of that is still in the planning stages. It was brought up that the heating system might be worked into the capital improvements in the future as well, for regular maintenance at the very least due to age. These items are not an immediate issue and can be factored into future budgets.

D) JSDC Finances: The Finance Committee met directly before this meeting and the financial statements were in the One Drive for review.

It was reported that LeAnn understands the expectations of what is needed for presentation at the Board of Directors' meetings. She will have more time now that the audit is being finalized.

E) Bison World Funding Updates: Corry reviewed the Bison World funding sheets in the One Drive. The major expenses from the \$600,000 tourism grant from 2022 were consulting work, Apogee Attractions, and GA Group.

F) SEPA Updates: Corry provided updates on SEPA. The guarantee is anticipated to be finalized very soon.

Adjourn: Adjourned at 1:01 PM. by Tory

Respectfully submitted,

Jamie Czapiewski, Operations Coordinator