UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION (UERPC)
BOARD MINUTES OF JULY 22, 2021 MEETING

MEMBERS PRESENT: Jack Knight, Mary Koopman, Larry Schellhammer, Barb Collins, Ray Peterson, Patti Ruff, Roger Arthur, Leon Griebenow, Marty Stanbrough, Sue Updegraff, Pat Murray, Peggy Lensing, Nina Taylor, and Shirley Vermace.

MEMBERS ABSENT: Bonnie Basemann, Brett Devore, Mark Bohle, Alison Holten, and Mark Vick

OTHERS PRESENT: Kristina McBurney, District Representative from Ashley Hinson's office, Ahmed Khalili and Emma Frethiem from Decorah Tech, Rachelle Howe, and Diana Johnson

Introductions were made and Chairman Murray called the meeting to order at 1:00 pm. Roll call was taken. A quorum was present.

APPROVAL OF AGENDA: Motion was requested for approval of the agenda. A motion was made for approval by Taylor; seconded by Updegraff. No further discussion. Motion carried unanimously.

IPAD TRAINING: To communicate more financially effectively, Khalili provided training for all members as the agency moves towards the use of technology at board meetings.

APPROVAL OF MINUTES: Motion was requested for approval of the meeting minutes of the April 22, 2021 meeting. A motion was made for approval by Vermace; seconded by Knight. No further discussion. Motion carried unanimously.

DISBURSEMENTS: Howe presented the list of disbursements from April 1, 2021 to June 30, 2021 to the board for review. A motion was made by Koopman; seconded by Knight to approve these disbursements for UERPC. No further discussion. Motion carried unanimously.

TREASURER'S REPORT: Howe also presented the treasurer's report to the board for review. A motion was made by Updegraff; seconded by Ruff to approve the treasurer's report as presented. No further discussion. Motion carried unanimously.

PERSONNEL POLICY: Howe presented an update to the UERPC personnel policy adding the Family and Medical Leave Act language to the policy after the HR attorney had reviewed. A motion was made by Knight; seconded by Arthur to approve this addition to the policy. No further discussion. Motion carried unanimously.

COUNTY MEMBERSHIP RATE: Howe stated that she is recommending an amount of .83 cents per resident for the county membership for FY '23. A motion was made by Ruff; seconded by Griebenow to approve the increase to county membership rates. No further discussion. Motion carried unanimously.

DOT MATCH: Howe stated that she would like to continue with the Department of Transportation (DOT) match dollars from the counties along with a Safe Routes to School (SRTS) match from each of the counties. This would be 20% of the amount coming to the agency or $4,204.50 per county for DOT and $3,494 per county for SRTS. A motion was made by Koopman; seconded by Updegraff to approve this match. No further discussion. Motion carried unanimously.

EXECUTIVE BOARD MEETING: Murray explained the executive board had met recently to discuss pending litigation issues.

EXECUTIVE DIRECTOR UPDATE: Howe had prepared a director's report and sent within the board packets. She explained that the agency would continue with in-person and zoom meeting options. She also discussed looking for a new renter as Winneshiek County Extension will be leaving their rental space in Decorah in November. Also discussed was a housing staff shortage.

FLOOR ITEMS: There was no floor items discussed.

NEXT MEETING: The next meeting is scheduled for Thursday, October 28, 2021.

ADJOURNMENT: Motion by Ruff; seconded by Knight to adjourn the meeting. No further discussion. Motion carried unanimously. Meeting adjourned at 1:56 pm.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for any corrections or omissions.

/s/ Diana Johnson, Recording Secretary