



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Tuesday, January 31, 2023**  
**NWTech Board Room**  
**1:00 pm**

The meeting of the Sherman County Community Development Board was held on Tuesday, January 31, 2023 and called to order at 1:07 pm. Members present are listed.

Guests:

Ahsley Mannis  
Kent Brown

Approval of the December 13, 2022 Minutes. Amy moved and Rachelle seconded the approval. Motion carried.

Financial reports for January 25, 2023

- WSB Comm Dev Checking - \$170,391.48
- WSB Chamber account – \$0
- WSB – Transient Guest Tax - \$177,514.53

Jacque made a motion to approve the financial report. Steve seconded the approval. Motion Carried.

**Bills for Comm Dev Checking**  
**SCCD**

12/13/2022	Check	3103	Great Western Dining Service Inc	Business Enrichment Workshop 12/7/22 & YEC Event	SCCD	R	-436.00
12/13/2022	Check	3104	Sydney Schears	11/30/22 thru 12/12/22 Contract Labor	SCCD	R	-182.71
12/15/2022	Expenditure		S&T Nex-Generation	phone & internet - Hwy 24 & Main St	SCCD	R	-455.27
12/16/2022	Expenditure		Round Up for Youth	Donation to Nex Generation Round Up for Youth	SCCD	R	-250.00
12/19/2022	Check	ACH	Black Hills Energy	1312 Main Natural Gas bill - Dec 2022	SCCD	R	-322.92
12/27/2022	Expenditure		Microsoft	Microsoft 360 subscription	SCCD	R	-13.62
12/27/2022	Expenditure		Quickbooks Online	Monthly Subscription Quickbooks	SCCD	R	-55.00
12/27/2022	Expenditure		Adobe Inc	Monthly Subscription Adobe	SCCD	R	-18.52
12/28/2022	Expenditure		Blue Cross Blue Shield of KS	BCBS / Dental / Cancer Julica & Jessica Dec 2022	SCCD	R	-1,027.46
12/29/2022	Expenditure		Intrust Bank	Dec 2022 Credit Card Stmt	SCCD	R	-6,191.21
12/30/2022	Expenditure		Capital Group American Funds	Dec 2022 Simple IRA Contributions	SCCD	R	-485.00
12/31/2022	Deposit		Sherman County Farm Bureau Assn				
12/31/2022	Deposit		NW Tech	Half of Expenses for CCC Deposit Refund Price Conv Center - CCC	SCCD	R	3,456.25
01/02/2023	Check	3109	City of Goodland, KS	2023 Annual Rent for 524 E Hwy 24	SCCD	R	300.00
01/02/2023	Check	3110	Amy Sederstrom	Accounting Contract Labor - Jan 2023	SCCD	R	-1.00
01/02/2023	Check	3111	Sydney Schears	12/14/22 thru 12/31/22 Contract Labor	SCCD	R	-300.00
01/03/2023	Expenditure		National Main Street USA	Membership Dues - Tourism - TGT	SCCD	R	-156.20
							-295.00

Community Development Board Members:	01/31/23 Attendance
Bill Biermann	x
Gennifer House	
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	x
Stephen West	x
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

01/04/2023	Deposit		Sherman County Goodland	Promo Items, Give away items and DT Holiday Reimbursements	SCCD	R	9,211.80
01/06/2023	Check	3112	Ambassadors	Membership Dues	SCCD	R	-100.00
01/10/2023	Deposit		Sherman County Goodland	Dec 2022 Payroll/Fica/IRA/BCBS 50% Reimbursement	SCCD	R	5,393.92
01/10/2023	Deposit		Ambassadors	Reimbursement 1/2 goodie bags	SCCD	R	197.61
01/10/2023	Expenditure		S&T Eklund's	phone & internet - Hwy 24 & Main St	SCCD	R	-455.69
01/13/2023	Check	3113	Insurance City of	D&O policy renewal Main St Bdg Utilities - Dec	SCCD	R	-1,200.00
01/13/2023	Check	3114	Goodland, KS	2022	SCCD	R	-155.05
01/16/2023	Check	3117	Sydney Schears	1/1/23 thru 1/15/23 Contract Labor	SCCD		-67.43
01/17/2023	Expenditure		Quickbooks Online	Upgrade to Budgeting Version	SCCD	R	-12.59
01/18/2023	Check	3118	United States Treasury City of	Federal Unemployment Tax Form 940 - 2022	SCCD		-66.54
01/19/2023	Deposit		Goodland City of	2023 Partner Contribution	SCCD	R	90,000.00
01/19/2023	Deposit		Goodland	Museum Sales December	SCCD	R	2.00
01/20/2023	Expenditure		Intrust Bank	Jan 2023 Credit Card Stmt	SCCD	R	-830.58
01/23/2023	Deposit		Sherman County Black Hills	TGT 50% Reimbursement Ks Main St & Main St America	SCCD	R	705.00
01/23/2023	Expenditure		Energy	Heating - Main St Bldg	SCCD	R	-325.34
01/24/2023	Expenditure		Adobe Inc Ag Accounting & Business	Monthly Subscription Adobe	SCCD	R	-18.52
01/25/2023	Check	3119	Solutions	1099's and W-2s - 2022	SCCD		-335.00
01/25/2023	Expenditure		Microsoft	Microsoft 360 subscription	SCCD	R	-13.62
01/26/2023	Expenditure		Blue Cross Blue Shield of KS Capital Group	BCBS / Dental / Cancer Julica & Jessica Jan 2023	SCCD		-1,027.46
01/30/2023	Expenditure		American Funds	Jan 2023 Simple IRA Contributions	SCCD		-485.00
<b>Total for SCCD</b>							<b><u>\$93,983.85</u></b>
<b>TOTAL</b>							<b><u>\$93,983.85</u></b>

- Public Comment:
  - None
- New Business
  - Review of by-laws and updates
  - Discuss new board member forms and application process
  - Review of 2023 Preliminary Budget
  - Discussion of Board Committees and 2023 Events
- Executive Director Report
  - Review of updated brochures
  - Discuss Nex-Gen Internship
  - Discuss recent grant submissions and upcoming resubmissions
  - Discuss a contract labor position to be dedicated to Housing Project
  - SEED Grant Update
  - Discuss potential SPRINT Program grant opportunity
  - Update on Main St. Building Inspection
  - Quarterly Updates for both City and County Commissions



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- Discuss scheduling a Board Work Session soon to revisit goals for 2023
- Update on new business interests
- Announcements
  - We will be hosting the KREDA conference in Goodland on March 1<sup>st</sup> and 2<sup>nd</sup>.
- Adjournment: Bill moved to adjourn the meeting at 2:40 pm. Amy seconded. Motion carried.

Respectfully Submitted,

Gennifer G House, Secretary

**Upcoming Meetings to be held at NWTech**

February 28<sup>th</sup>, 2023

March 28<sup>th</sup>, 2023

April 25<sup>th</sup>, 2023

May 30<sup>th</sup>, 2023

June 27<sup>th</sup>, 2023

July 25<sup>th</sup>, 2023

August 29<sup>th</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Tuesday, February 28, 2023**  
**NWTech Board Room**  
**1:15 pm**

The meeting of the Sherman County Community Development Board was held on Tuesday, February 28, 2023, and called to order at 1:10 pm. Members present are listed.

Approval of the January 31, 2023 Minutes. Bill moved and Jacque seconded the approval. Motion carried.

Financial reports for February 24, 2023

- WSB Comm Dev Checking - \$181,512.01

Jacque made a motion to approve the financial reports. Gennifer seconded the approval. Motion Carried.

Community Development Board Members:	02/28/23 Attendance
Bill Biermann	x
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	
Stephen West	
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x

#### Bills for Comm Dev Checking SCCD

		Beginning Balance						
02/01/2023	Check	3124	Amy Sederstrom	Accounting Contract Labor - Feb 2023	SCCD	C	-300.00	
02/03/2023	Check	3120	Brenna Henry	Grant Writing Services - 20 hrs Building a Stronger Economy	SCCD	R	-800.00	
02/07/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	SCCD	R	-456.22	
02/14/2023	Check	3122	VFW Post 1133	Wkreda Meeting Deposit	SCCD	R	-768.50	
02/15/2023	Expenditure		City of Goodland	1312 Main St Blg Jan 2023	SCCD	R	-180.66	
02/21/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	SCCD	R	-599.11	
02/22/2023	Deposit		State of Kansas	Half of Seed Grant	SCCD	R	24,562.50	
02/23/2023	Expenditure		Adobe Inc	Monthly Subscription Adobe	SCCD	R	-18.52	
02/27/2023	Expenditure		Blue Cross Blue Shield of KS Capital Group	BCBS / Dental / Cancer Julica & Jessica Feb 2023	SCCD	C	-1,027.46	
02/27/2023	Expenditure		American Funds	Feb 2023 Simple IRA Contributions	SCCD	C	-485.00	
02/27/2023	Expenditure		Intrust Bank	Feb 2023 Credit Card Smt	SCCD	C	-3,208.02	
<b>Total for SCCD</b>							<b>\$ 16,719.01</b>	
<b>TOTAL</b>							<b>\$ 16,719.01</b>	

- Public Comment:
  - None
- Old Business
  - Review of Committees
  - Approval of 2023 Working Budget
    - Gennifer made a motion to approve the 2023 Working Budget, as amended. Bill seconded. Motion carried.
  - Scheduled Board Work Session for March 30, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- New Business
  - Election of Officers will take place at the scheduled SCCD Board work session.
  - Discuss upcoming Welcome Center project to remodel bathrooms, etc.
    - Gennifer made a motion to approve project, pending discussion/approval with City of Goodland. Amy seconded the motion. Motion carried.
- Executive Director Report
  - Julica completed Entrepreneurial Business Basics Training. She is now an approved facilitator.
  - MIH grant application has been submitted for this second round of funding.
  - The updated brochure (and condensed version) is almost finished and will be ready to be printed soon.
  - SEED Project update
- Announcements
  - We will be hosting the Quarter 1 WKREDA Conference tomorrow and Thursday.
  - All bands for this summer's Park 'n Play Concert Series and the 2023 Flatlanders Fall Festival have been booked.
- Adjournment: Jacque moved to adjourn the meeting at 1:49 pm. Amy seconded. Motion carried.

Respectfully Submitted,

Gennifer G House, Secretary

**Upcoming Meetings to be held at NWTech**

March 28<sup>th</sup>, 2023

April 25<sup>th</sup>, 2023

May 30<sup>th</sup>, 2023

June 27<sup>th</sup>, 2023

July 25<sup>th</sup>, 2023

August 29<sup>th</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

Tuesday, March 28, 2023  
NWTech Board Room  
1:15 pm

The meeting of the Sherman County Community Development Board was held on Tuesday, March 28, 2023, and called to order at 1:15 pm. Members present are listed.

Guests:

Ashley Mannis  
Kent Brown

Approval of the February 28, 2023 Minutes. Steve moved and Jacque seconded the approval. Motion carried.

Financial reports for March 24, 2023

- WSB Comm Dev Checking - \$213,499.74

Jacque made a motion to approve the financial reports. Steve seconded the approval. Motion Carried.

#### Bills for Comm Dev Checking

##### SCCD

Beginning Balance								
02/28/2023	Check	3125	VFW Post 1133	Wkreda Meeting Final pmt for meals	SCCD	R		-768.50
02/28/2023	Deposit		Sherman County	2023 Partner Contribution	SCCD	R		50,000.00
02/28/2023	Expenditure		Quickbooks Online	Monthly Subscription Quickbooks Online	SCCD	R		-85.00
02/28/2023	Expenditure		Microsoft	Microsoft 360 subscription	SCCD	R		-13.62
03/01/2023	Deposit		Sherman County	Feb 2023 TGT Wage Reimbursement	SCCD	R		5,427.19
03/01/2023	Check	3132	Amy Sederstrom	Accounting Contract Labor - Mar 2023	SCCD	R		-300.00
03/02/2023	Check	3129	Brenna Henry	Grant Writing Services - 22 hrs Building a Stronger Economy	SCCD	R		-880.00
03/07/2023	Deposit		CASH	MDO Vendor fee	SCCD	R		9.41
03/07/2023	Deposit		Sherman County	Feb 2023 Wage Reimbursement	SCCD	R		5,393.92
03/07/2023	Check	3130	Office Works	Paper Shredder	SCCD	R		-1,197.91
03/08/2023	Check	3131	Ag Accounting & Business Solutions	Sec of State Annual Report - 2022	SCCD	R		-85.00
03/10/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	SCCD	R		-456.12
03/15/2023	Expenditure		City of Goodland	1312 Main St Bldg Feb 2023	SCCD	R		-273.62
03/16/2023	Check	3137	USD 352	1st Installment	SCCD			-6,390.50
03/16/2023	Check	3134	Sherman County Community Development	1st Installment	SCCD	R		-13,281.00
03/16/2023	Check	3133	Goodland Public Library	1st Installment	SCCD	R		-4,891.00
03/17/2023	Expenditure		Vista Print	Reusable Stickers for BEN Businesses	SCCD	R		-137.17
03/21/2023	Deposit		Sherman County Community Development	1st Installment of SEED Grant	SCCD	R		13,281.00
03/21/2023	Deposit		CASH	MDO Brushes and Brunch	SCCD	R		14.26
03/21/2023	Deposit		Sherman County	2023 Event supplies/promo items and WKreda Lunch Sponsorship	SCCD	R		9,710.74
03/22/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	SCCD	R		-417.81
03/22/2023	Deposit		CASH	MDO Brushes and Brunch	SCCD	R		28.83

Community Development Board Members:	03/28/23 Attendance
Bill Biermann	x
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	x
Stephen West	x
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

03/24/2023	Expenditure		Adobe Inc	Monthly Subscription Adobe	SCCD	R	-18.52
03/24/2023	Check	3138	City of Goodland, KS	Fence Materials / Concrete around power supply @ Welcome Center	SCCD		-1,465.09
03/27/2023	Expenditure		Blue Cross Blue Shield of KS	BCBS / Dental / Cancer Julica & Jessica Mar 2023	SCCD		-1,027.46
03/27/2023	Expenditure		Intrust Bank	March 2023 Stmt Intrust Bank	SCCD		-6,773.86
<b>Total for SCCD</b>							<b>\$ 45,403.17</b>
<b>TOTAL</b>							<b>\$ 45,403.17</b>

- Public Comment:
  - None
- Old Business
  - Election of new officers
    - Table until next board meeting
- New Business
  - Discussion: Changes in Employee Benefits
  - Reminder: Employee Evaluations Coming Up Soon
- Executive Director Report
  - Nex-Gen Internship – two applicants
    - Discuss the intended project and plan
  - Updated Brochures have been sent to be printed
  - Bands have been booked for upcoming events
  - Vendors are already booking for Mama’s Day Out
  - Julica will be out of office April 17<sup>th</sup> – 22<sup>nd</sup> for a training in Bonner Springs, KS
  - Still waiting to hear back about MIH Grant
  - Partial funds of SEED grant have been received
    - A portion of ours will go toward the Main St. Speaker System
  - GMCN met with Julica to start plans for the Main St. building - planning to work on it in two phases
- Announcements
  - Gennifer talked about the Gulick Family Fund through FNB for youth and residents of Sherman County.
  - Amy reported that we do have our SAM number now.
  - Ben announced the groundbreaking ceremony for the Diesel Technology Expansion on April 4<sup>th</sup> at 11:30am. The college was also approved for Title III Funding
- Executive Session: Personnel matters of non-elected personnel - K.S.A. 2018 Supp. 4319(b)(1)
  - Amy made a motion to go into Executive Session for 15 minutes at 2:30 pm. Jacque seconded. Motion carried.
  - Meeting resumed at 2:45 pm.
- Adjournment: Jacque moved to adjourn the meeting at 2:50 pm. Amy seconded. Motion carried.

Respectfully Submitted,

Gennifer G House, Secretary



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Upcoming Meetings to be held at NWKTC Boardroom:**

April 25<sup>th</sup>, 2023

May 30<sup>th</sup>, 2023

June 27<sup>th</sup>, 2023

July 25<sup>th</sup>, 2023

August 29<sup>th</sup>, 2023

September 26<sup>th</sup>, 2023

October 31<sup>st</sup>, 2023

November 28<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023





524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

Tuesday, May 30, 2023  
NWTech Board Room  
1:15 pm

The Sherman County Community Development Board meeting was held on Tuesday, May 30, 2023 and called to order at 1: 31 pm. Members present are listed.

Guests:

Randall Hrabe – NWKP&DC  
Kent Brown – City Manager  
Ashley Mannis – County Clerk

Approval of the April 25, 2023 Minutes. Gennifer moved and Steve seconded the approval. Motion carried.

Financial reports for May 27, 2023

- WSB Comm Dev Checking - \$182,368.60

Steve made a motion to approve the financial reports. Jacque seconded the approval. Motion Carried.

Bills for Comm Dev Checking  
SCCD

04/25/2023	Expenditure		Microsoft	Microsoft 360 subscription	SCCD	R	-13.62
04/26/2023	Check	ACH	Intrust Bank	April Stmt	SCCD	R	-14,290.14
04/27/2023	Expenditure		Capital Group	April 2023 Simple IRA	SCCD	R	-485.00
04/27/2023	Expenditure		American Funds	Contributions	SCCD	R	-85.00
04/27/2023	Expenditure		Quickbooks	Monthly Subscription	SCCD	R	-85.00
04/27/2023	Expenditure		Online	Quickbooks Online	SCCD	R	-85.00
04/27/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
04/28/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
05/01/2023	Check	3143	Amy Sederstrom	Accounting Contract Labor - May 2023	SCCD	R	-300.00
05/01/2023	Deposit		CASH	MDO Vendor Receipts	SCCD	R	20.00
05/01/2023	Deposit		City of Goodland	Museum Sales	SCCD	R	12.00
05/01/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
05/02/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	38.24
05/05/2023	Check	3145	Tina Wolak	Painting Class Mama's Day Out 2023	SCCD	R	-225.00
05/05/2023	Check	3146	Sam Hernandez	Zumba Instructor on the Bricks 2023	SCCD	R	-75.00
05/06/2023	Check	3126	Jessica Gittinger	Zumba Instructor on the Bricks	SCCD	R	-75.00
05/10/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
05/10/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	SCCD	R	-457.23
05/10/2023	Check	3147	SCCS	Sponsorship	SCCD	R	-300.00
05/10/2023	Check	3148	Level Up Construction LLC	Trenching	SCCD	R	-500.00
05/11/2023	Check	3144	Flatland Electric LLC	Electrical for Sound	SCCD	R	-3,683.80
05/11/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41

Community Development Board Members:	05/30/23 Attendance
Bill Biermann	
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	x
Stephen West	x
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

05/11/2023	Check	3149	Great Western Dining Service Inc	WKREDA Lunch & Breakfast	SCCD	R	-850.20
05/12/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
05/12/2023	Deposit		Sherman County	April Payroll Reimbursement 2023 TGT 50%	SCCD	R	5,739.75
05/16/2023	Expenditure		Square Inc	Refund MDO reg fees	SCCD	R	-25.00
05/16/2023	Expenditure		City of Goodland, KS	Main St Bldg utilities	SCCD	R	-97.53
05/18/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
05/19/2023	Deposit		CASH	Hwy 24 Garage Sales	SCCD	R	9.41
05/22/2023	Deposit		Sherman County	TGT Fence Mural	SCCD	R	594.71
05/22/2023	Deposit		wKREDA	Host Reimbursement	SCCD	R	1,050.00
05/22/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	SCCD	R	-115.39
05/23/2023	Deposit		CASH	Highway 24 Yard Sales	SCCD	R	9.41
05/26/2023	Check	3151	Markel	Worker's Comp Audit adj for 2022 & 2023	SCCD		-244.00
05/26/2023	Expenditure		Blue Cross Blue Shield of KS	BCBS / Dental / Cancer Julica & Jessica June 2023	SCCD	R	-1,129.95
05/27/2023	Expenditure		Quickbooks Online	Monthly Subscription Quickbooks Online	SCCD	R	-85.01
<b>Total for SCCD</b>							<u><b>15,497.47</b></u>
<b>TOTAL</b>							<u><b>15,497.47</b></u>

- Public Comment:
  - Randall Hrabe commented that he was here to discuss and answer questions about his organization, Northwest Kansas Planning & Development Commission.
- New Business
  - NWKPD&C Discussion
    - Steve made a motion to recommend to the County to pay the dues to NWKP&DC, Amy seconded. Motion carried.
- Old Business
  - Main St. Building – would we like to move forward with the remodel plans for the building, as we continue to find grant funding to help with costs?
    - Steve made a motion to continue moving forward, Rachelle seconded. Motion carried.
- Executive Director Report
  - Summer employees for the Welcome Center
  - Other SCCD updates
  - Question for the Board to discuss – we have been asked to be a fiscal agent 501c3 for a grant for another organization. It is thought best at this time to wait as we are not quite ready for that responsibility, and we need to check about what our SAMs number allows.
- Announcements for upcoming events
- Executive Session
  - Amy made a motion to go into Executive Session for 5 minutes at 3:17 pm.
    - Personnel matter of non-elected personnel – K.S.A. 2018 Supp. 4310(b)(1)
  - Executive Session extended at 3:22 pm for another 5 minutes.
  - Executive Session ended at 3:27 pm.
- Adjournment: Meeting was adjourned at 3:28 pm.



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

Respectfully Submitted,

Stephen West, Secretary

Upcoming Meetings to be held at NWKTC Boardroom

June 20<sup>th</sup>, 2023

July 25<sup>th</sup>, 2023

August 29<sup>th</sup>, 2023

September 26<sup>th</sup>, 2023

October 31<sup>st</sup>, 2023

November 28<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Tuesday, June 20, 2023**  
**NWTech Board Room**  
**1:15 pm**

The Sherman County Community Development Board meeting was held on Tuesday, June 20, 2023 and called to order at 1:15 pm. Members present are listed.

Guests:

Ashley Mannis – County Clerk

Approval of the May 30, 2023 Minutes. Jacque moved and Ben seconded the approval. Motion carried.

Financial reports for June 26, 2023

- WSB Comm Dev Checking - \$106,858.47

Ben made a motion to approve the financial reports. Jacque seconded the approval. Motion carried.

## Bills for Comm Dev Checking

### SCCD

#### Beginning Balance

05/30/2023	Expenditure	Intrust Bank	March 2023 Stmt Intrust Bank	SCCD	R	-2,369.74
05/30/2023	Expenditure	Capital Group	May 2023 Simple IRA	SCCD	R	-485.00
05/30/2023	Deposit	American Funds	Contributions	SCCD	R	18.82
05/30/2023	Deposit	CASH	Hwy 24 Garage Sales Receipts	SCCD	R	9.41
05/31/2023	Deposit	CASH	Hwy 24 Garage Sales Receipts	SCCD	R	-70.00
06/01/2023	Check	3153 Vyve Broadbank	Hwy 24 Garage Sale Ad	SCCD	R	6.00
06/01/2023	Deposit	City of Goodland	Museum Sales	SCCD	R	-300.00
06/02/2023	Check	3155 Amy Sederstrom	Accounting Contract Labor - June 2023	SCCD	R	-10.00
06/05/2023	Check	Square Inc	Monthly fee - Square	SCCD	R	100.00
06/09/2023	Deposit	CASH	Hwy 24 Garage Sale Receipts	SCCD	R	-640.00
06/09/2023	Check	3156 Towns End Tavern	Lender's Luncheon 061523	SCCD	R	-96.56
06/09/2023	Expenditure	City of Goodland, KS	Main St Bldg utilities - May 2023	SCCD	R	-456.65
06/10/2023	Expenditure	S&T	phone & internet - Hwy 24 & Main St	SCCD	R	-44.00
06/12/2023	Check	3157 S&T	Hwy 24 Garage Sales Advertising	SCCD		-30.00
06/12/2023	Check	3158 In the Can LLC		SCCD		9.41
06/12/2023	Deposit	CASH	Hwy 24 Garage Sales Receipts	SCCD	R	-69,000.00
06/12/2023	Check	3159 McClelland Inc.	Sound system for Main Street Shindig on the Smoky	SCCD		400.00
06/13/2023	Deposit	Pest Away LLC	Sponsorship	SCCD	R	6,495.41
06/13/2023	Deposit	Sherman County	TGT Reimbursement MDO and May Wages 2023	SCCD	R	1,360.00
06/13/2023	Deposit	Nex Gen	Nex Gen Internship Grant/Scholarship	SCCD	R	299.40
06/21/2023	Deposit	Sherman County	PNP Meal Gift Card	SCCD		59,402.66
06/26/2023	Deposit	Sherman County	Reimbursement TGT	SCCD		
			TGT Sound System	SCCD		

Community Development Board Members:	06/20/23 Attendance
Bill Biermann	
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	
Stephen West	
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Total  
for  
SCCD**

**-\$  
5,400.84**

**TOTAL**

**-\$  
5,400.84**

- Public Comment:
  - None
- Old Business
  - Update Employee Handbook
    - Amy moves to approve coinciding holidays with the County's schedule. Jacque seconded. Motion carried.
- New Business
  - Strategic Plan Discussion and Presentation
    - Will rebrand Chamber to launch Business Enrichment Network activities.
    - Ben made a motion to approve the plan as presented. Amy seconded the approval. Motion carried.
  - Updates to SCCD By-Laws
    - Amy made a motion to approve the changes presented. Jacque seconded. Motion carried.
  - Recast and Spaces to Places Programs
    - Amy made a motion to move forward with the first step of both programs. Ben seconded. Motion carried.
  - Main Street Sound System Update
    - According to a recent survey, the majority of responses show favor playing music from 7 am – 7 pm.
- Executive Director Report
- Announcements
  - Shindig at the Smoky - June 24<sup>th</sup> from 4 pm-8 pm
  - Next PnP Concert – July 14<sup>th</sup> at Gulick Park from 6 pm-8 pm
  - Line up for NWKDFE entertainment
- Executive Session
  - Security Measures – K.S.A. 2018 Supp. 75-4319(b)(12)
  - Amy made a motion to go into Executive Session for 10 minutes at 2:25 pm.
- Adjournment
  - Ben made a motion to adjourn the meeting at 2:35 pm. Jacque seconded. Motion carried.
  - Meeting was adjourned at 2:35 pm.

Respectfully Submitted,

Stephen West, Secretary

**Upcoming Meetings to be held at NWKTC Boardroom**

July 25<sup>th</sup>, 2023

October 31<sup>st</sup>, 2023

August 29<sup>th</sup>, 2023

November 28<sup>th</sup>, 2023

September 26<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Monday, July 31, 2023**  
**NWTech Board Room**  
**1:30 pm**

The Sherman County Community Development Board meeting was held on Tuesday, July 31, 2023 and called to order at 1:30 pm. Members present are listed.

Guests:  
Kent Brown – City Manager

Approval of the June 20, 2023 Minutes. Jacque moved and Bill seconded the approval. Motion carried.

Financial reports for July 10, 2023

- WSB Comm Dev Checking - \$154,611.64

Steve made a motion to approve the financial reports as presented. Bill seconded the approval. Motion carried.

#### Bills for Comm Dev Checking

##### SCCD

Beginning Balance					
06/21/2023	Deposit		Sherman County	PNP Meal Gift Card Reimbursement TGT	299.40
06/21/2023	Deposit		CASH	Hwy 24 Garage Sales	37.64
06/21/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	-35.54
06/26/2023	Deposit		Sherman County	TGT Sound System	59,402.66
				BCBS / Dental / Cancer	
06/28/2023	Expenditure		Blue Cross Blue Shield of KS	Julica & Jessica	-1,129.95
06/29/2023	Expenditure		Intrust Bank	June 2023 Stmt Intrust Bank	-3,335.09
06/30/2023	Expenditure		Quickbooks Online	Monthly Subscription Quickbooks Online	-85.00
06/30/2023	Expenditure		Capital Group American Funds	June 2023 Simple IRA Contributions	-485.00
07/01/2023	Check	3166	Amy Sederstrom	Accounting Contract Labor - July 2023	-300.00
07/03/2023	Deposit		Sherman County		7,847.78
			Kansas Employment Security Fund		
07/07/2023	Expenditure			2nd Quarter 2023 Unemployment Tax	-170.37
07/10/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	-456.99
07/12/2023	Check	3167	Travis Jones	Mowing	-100.00
07/17/2023	Expenditure		City of Goodland, KS	Main St Bldg utilities - June 2023	-115.55
			Sherman County Farm Bureau Assn		
07/21/2023	Deposit			Sponsorship Peterson Brothers Fair	1,000.00
07/21/2023	Deposit		CASH	Vendor Fee	10.00
07/21/2023	Check	3171	Pest Away, LLC	Insect Treatment	-55.00
07/21/2023	Check	3172	S&T	PNP ads	-48.00
			Kansas Center for Entrepreneurship		
07/21/2023	Deposit			Reimbursement Lender's Luncheon	640.00
07/24/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	-33.34
07/24/2023	Deposit		CASH	Vendor Fee Flatlander's	9.41

Community Development Board Members:	07/31/23 Attendance
Bill Biermann	x
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	
Stephen West	x
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Total for  
SCCD**

---

**\$ 62,897.06**

**TOTAL**

**\$ 62,897.06**

- Public Comment:
  - None
- Old Business
  - SCCD Employee Handbook Update
- New Business
  - ED Director Job Description
    - Send changes or updates to Julica via email
    - Bill made a motion to approve the Economic Development Director job description. Jacque seconded. Motion carried.
  - Main St. Building Proposal
    - GMCN Proposal in Phases
      - All should review and approval will be at a future meeting once the deed is received.
  - NREDA Conference/Nomination
  - Re-cast Your City/Spaces to Places Programs Update
  - Nominations for To the Stars Business Awards
  - SEED Grant Update
    - All reports are up to date.
  - Digital Advertising Review from JNT
- Executive Director Report
  - Projects Updates
- Announcements
  - Educator & Staff Appreciation Event: Aug. 9<sup>th</sup>, 2023
  - Back 2 School Bash/ PnP Concert Series: Aug. 11<sup>th</sup>, 2023
  - Runway Revelry Aviation Event: Aug. 19<sup>th</sup>, 2023
  - Flatlanders Fall Festival: Sept. 29<sup>th</sup> & 30<sup>th</sup>, 2023
- Adjournment
  - Steve made a motion to adjourn the meeting at 2:45 pm. Ben seconded. Motion carried.

Respectfully Submitted,

Stephen West, Secretary

**Upcoming Meetings to be held at NWKTC Boardroom**

August 29<sup>th</sup>, 2023

November 28<sup>th</sup>, 2023

September 26<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023

October 31<sup>st</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Tuesday, August 29, 2023**  
**USD 352 Board Room**  
**1:30 pm**

The Sherman County Community Development Board meeting was held on Tuesday, August 29, 2023 and called to order at 1:30 pm. Members present are listed.

Guests:

Kent Brown – City Manager  
Ahsley Mannis – County Clerk

Approval of the July 31, 2023 Minutes. Ben moved and Amy seconded the approval. Motion carried.

Financial reports for August 27, 2023

- WSB Comm Dev Checking - \$136, 668.44

Jacque made a motion to approve the financial reports as presented. Rachelle seconded the approval. Motion carried.

#### Bills for Comm Dev Checking

##### SCCD

Beginning Balance							
07/26/2023	Deposit	CASH	Flatlander Vendor Fee	SCCD	R	9.41	
07/27/2023	Expenditure	Intrust Bank	July 2023 Stmt Intrust Bank	SCCD	R	-2,487.44	
07/27/2023	Expenditure	Quickbooks Online	Monthly Subscription Quickbooks Online	SCCD	R	-85.00	
07/27/2023	Expenditure	Blue Cross Blue Shield of KS	BCBS / Dental / Cancer Julica & Jessica July 2023	SCCD	R	-1,129.95	
07/28/2023	Expenditure	Capital Group American Funds	July 2023 Contributions	SCCD	R	-485.00	
08/01/2023	Check	3182 Amy Sederstrom	Accounting Contract Labor - Aug 2023	SCCD	R	-300.00	
08/04/2023	Deposit	CASH	Flatlander Vendor Fee	SCCD	R	9.41	
08/04/2023	Deposit	Sherman County		SCCD	R	20,139.11	
08/07/2023	Deposit	CASH	Flatlander Vendor Fee	SCCD	R	9.41	
08/08/2023	Check	3180 Pest Away, LLC	Insect Treatment	SCCD	R	-55.00	
08/08/2023	Check	3176 Soul Food - Mary Herrera	Rolls	SCCD	R	-160.00	
08/08/2023	Check	3181 NW Tech	Recruitment Incentives for NW Tech from Grant received	SCCD	R	-7,500.00	
08/09/2023	Deposit	CASH	Vendor Fees Flatlander's	SCCD	R	50.00	

Community Development Board Members:	08/29/23 Attendance
Bill Biermann	x
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	x
Stephen West	x
SCCD Staff:	
Jessica Bonner	x
Julica Oharah	x





524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

08/09/2023	Deposit		City of Goodland	Magnet Post Card Sales	SCCD	R	13.00
08/10/2023	Deposit		CASH	Flatlander Vendor Fees	SCCD	R	66.17
08/11/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	SCCD	R	-455.79
08/15/2023	Expenditure		City of Goodland, KS	Main St Bldg utilities - July 2023	SCCD	R	-140.79
08/16/2023	Deposit		CASH	Flatlander's vendor fees	SCCD	R	18.82
08/17/2023	Deposit		CASH	Flatlander's vendor fees	SCCD	R	18.82
08/17/2023	Check		Shamrock Foods	Runway Revelry Food	SCCD	R	-1,029.03
08/17/2023	Check	3127	Aaron Duell	Runway Electrical Adaptors for stage	SCCD	R	-38.71
08/18/2023	Check	3185	Travis Jones	Mowing - July 2023	SCCD	R	-150.00
08/21/2023	Check	3186	Martin & Pringle Attorneys at Law	Inv #57950	SCCD	R	-539.00
08/22/2023	Deposit		CASH	Flatlander's vendor fees	SCCD	R	18.82
08/23/2023	Deposit		Sherman County	Shindig room reimbursement TGT	SCCD	R	579.96
08/24/2023	Check	3188	USD 352	Final Installment	SCCD		-6,391.00
08/24/2023	Check	3189	Level Up Construction LLC	Welcome Center Project	SCCD		-12,100.00
08/24/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	SCCD	R	-31.38
08/24/2023	Check	3187	Goodland Public Library	Final Installment	SCCD		-4,890.00
08/28/2023	Expenditure		Blue Cross Blue Shield of KS	BCBS / Dental / Cancer Julica & Jessica Aug 2023	SCCD	R	-1,129.95
08/28/2023	Expenditure		Capital Group American Funds	Aug 2023 Contributions	SCCD		-485.00
<b>Total for SCCD</b>							<b>-\$ 18,650.11</b>
<b>TOTAL</b>							<b>-\$ 18,650.11</b>

- Public Comment:
  - None
- Old Business
  - Main St. Building Update
- New Business
  - Discuss ED Selection Committee
  - SCCD New Board Member Application Process
    - Opens 9/1 – 9/30
    - Will post publicly on all media platforms
- Executive Director Report
  - Flatlanders Update
    - Volunteers
    - No Golf carts other than event personnel – will be regulated by City Police



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- Business Enrichment Network
  - SBDC Partnerships/Workshops
    - Oct. 3, 2023 - We will be the host site for a virtual workshop: Cybersecurity 101 – will be providing lunch (7:30a – 2:00p MT)
    - Oct. 11, 2023 – Business Planning for Start Ups (5:30p-6:30p MT) & Business Planning for Existing Businesses (6:30p-7:30p MT)
  - Leadership Program Update
  - Housing Committee Update
  - SCCD Board Update to City and County Commissions on September 18, 2023
- Announcements
  - Flatlanders Fall Festival – September 29<sup>th</sup>/30<sup>th</sup>
- Adjournment
  - Steve made a motion to adjourn the meeting at 2:29 pm. Ben seconded. Motion carried.

Respectfully Submitted,

Stephen West, Secretary

**Upcoming Meetings to be held at NWKTC Boardroom**

September 26<sup>th</sup>, 2023

October 31<sup>st</sup>, 2023

November 28<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023

524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

Tuesday, September 26, 2023

NWKTC Board Room

1:30 pm

The Sherman County Community Development Board meeting was held on Tuesday, September 26, 2023 and called to order at 1:30 pm. Members present are listed.

Guests:

Kent Brown – City Manager

Sandy Dumler

Jill Nachtigall

Approval of the August 29, 2023 Minutes. Amy made a motion to approve the minutes and Jacque seconded the approval. Motion carried.

Financial reports for September 24, 2023

- WSB Comm Dev Checking - \$135,659.45

Bill made a motion to approve the financial reports as presented. Ben seconded the approval. Motion carried.

## Bills for Comm Dev Checking

[illegible]



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- Public Comment:
  - Sandy Dumler and Jill Nachtigall
    - Questions/Concerns
      - Downtown Speaker System – Only part of the payment was with a grant. There may have been a better way to spend the money that was spent.
      - SCCD Minutes – seem very vague.
      - Interlocal Agreement not well-defined
      - How do TGT funds work with your finances - How do you hear out other people with ideas for spending?
      - Non-Profit Operations – be careful of tax liability and self-dealing, check your by-laws, and make sure to bid out jobs and services.
      - SCCD Vehicle – how are you paying for that vehicle?
      - Main St. Building – How are you planning to pay for the building?
    - Sandy left a packet of information about a Private Foundation for the board to read through.
- Old Business
  - New Board Member Applications
    - Discuss Selection Process
  - 1323 Main St. Update
    - No new update on the building yet. New president has been hired for Outdoor Bank – still working on details about the building.
    - Bill asked what expenses have been incurred for this building, other than some utilities. Julica answered only \$1.00 rent and a small cleaning expense.
- New Business
  - Discuss NWKP&DC Representative
  - Discuss NW Kansas Travel Dues
    - Ben made a motion for SCCD to become a member. Bill seconded the motion. Motion carried.
  - Julica will be speaking at the high school job fair on November 21<sup>st</sup> and she invites any SCCD Board Members as well.
- Executive Director Report
  - Flatlanders
    - Volunteer Sign Up Sheet
  - Leadership Program Update
  - Business Enrichment Network Workshops are scheduled but may be canceled pending the number of people that sign up.
  - VFW Update
- Announcements
  - Upcoming Events
    - Trunk or Treat – Oct. 28<sup>th</sup> The downtown speaker system will be used for the event.
    - Youth Entrepreneurship Challenge– Nov. 14<sup>th</sup>
    - Downtown Holiday Event – Nov. 24<sup>th</sup> & Dec. 2<sup>nd</sup>
- Adjournment
  - Bill made a motion to adjourn the meeting at 2:16 pm. Amy seconded. Motion carried.



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

Respectfully Submitted,

Stephen West, Secretary

**Upcoming Meetings to be held at NWKTC Boardroom**

October 31<sup>st</sup>, 2023

November 28<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Tuesday, October 31, 2023**  
**NWKTC Board Room**  
**1:30 pm**

The Sherman County Community Development Board meeting was held on Tuesday, October 31, 2023 and called to order at 1:30 pm. Members present are listed.

Guests:

Kent Brown – City Manager  
Ashley Mannis – County Clerk

Approval of the September 26, 2023 Minutes. Amy made a motion to approve the minutes and Jacque seconded the approval. Motion carried.

Community Development Board Members:	10/31/23 Attendance
Bill Biermann	x
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	x
Stephen West	x
SCCD Staff:	
Jessica Dinkel	x
Julica Oharah	x

Financial reports for October 29, 2023

- WSB Comm Dev Checking - \$123,932.31

Bill made a motion to approve the financial reports as presented. Steve seconded the approval. Motion carried.

#### Bills for Comm Dev Checking

##### SCCD

Beginning Balance								
10/02/2023	Expenditure		Intrust Bank	Sept 2023 Stmt Intrust Bank	SCCD	R	-9,459.51	
10/02/2023	Deposit		CASH	T shirt sale	SCCD	R	17.18	
10/09/2023	Check	3178	Topside Tipoff	Topside Tipoff Advertising	SCCD	R	-500.00	
10/10/2023	Expenditure		Kansas Employment Security Fund	3rd Quarter 2023 Unemployment Tax	SCCD	R	-55.32	
10/11/2023	Check	3198	Amy Sederstrom	Accounting Contract Labor - Oct 2023	SCCD	R	-300.00	
10/11/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	SCCD	R	-460.86	
10/11/2023	Check	3201	Fairbanks Kling Law PA	Legal Inv #03867	SCCD	R	-420.00	
10/11/2023	Check	3199	Goodland Star News	Advertisement Bd	SCCD	R	-468.00	
10/11/2023	Check	3200	S&T	Board Position Ads	SCCD	R	-36.00	
10/12/2023	Deposit		Sherman County		SCCD	R	7,890.10	
10/16/2023	Check	3203	Travis Jones	Mowing - Sept / Oct 2023	SCCD	R	-150.00	
10/17/2023	Expenditure		City of Goodland, KS	Main St Bldg utilities - Sept 2023	SCCD	R	-367.06	
10/24/2023	Expenditure		Black Hills Energy	Heating - Main St Bldg	SCCD	R	-32.50	
10/26/2023	Deposit		Sherman County	Flatlander's Festival Reimbursement	SCCD		5,178.60	
10/26/2023	Deposit		City of Goodland	Museum Sales (magnets)	SCCD		4.00	
10/27/2023	Expenditure		Quickbooks Online	Monthly Subscription Quickbooks Online	SCCD	R	-90.00	
10/27/2023	Expenditure		Blue Cross Blue Shield of KS	BCBS / Dental / Cancer Julica & Jessica Oct 2023	SCCD	R	-1,129.95	
10/30/2023	Expenditure		Capital Group American Funds	Oct 2023 Contributions	SCCD		-485.00	
<b>Total for SCCD</b>							<b>-\$ 864.32</b>	
<b>TOTAL</b>							<b>-\$ 864.32</b>	



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- Public Comment:
  - None
- Old Business
  - The SCCD Board of Directors interviewed all the applicants running for the two open board positions for the term starting in 2024. Candidates include Matt McKenzie, Aaron Duell, Sky Goodwin, Travis Angelos, and Sandra Dumler.
  - New Board Member Slate
    - Steve made a motion to accept the slate of new board members selected to fill the two open positions on the SCCD Board of Directors, Matt McKenzie and Travis Angelos. Rachelle seconded the motion. Motion carried.
- New Business
  - NREDA Conference
    - Amy made a motion to have Julica go to the NREDA Conference from Nov. 7th, 2023 to Nov. 10th, 2023 to attend the conference and accept the award for the Annual Organization Excellence Award. Ben seconded the motion. Motion carried.
  - Members Market Trial
    - Ben made a motion to proceed with the Members Market Directory Program. Bill seconded the motion. Motion carried.
- Executive Director Report
  - Parade of Lights Float Discussion
  - Downtown Holiday Event Update
  - Economic Development Position Update
  - Trunk or Treat and Youth Entrepreneurship Challenge
- Executive Session
  - Security Measures: K.S.A. 2018 Supp 75-4319(b)(13)
    - Amy moved to go into executive session at 4:20 pm for 10 minutes.
    - Regular meeting reconvened at 4:30 pm.
- Announcements
  - Trunk or Treat: October 28th, 2023
  - YEC: Nov. 14th, 2023
  - Annual Parade of Lights: November 24th, 2023
  - Downtown Holiday Event Weekends:
    - November 25, 2023
    - December 2, 2023
    - December 16, 2023
- Adjournment
  - Steve made a motion to adjourn the meeting at 4:30 pm. Ben seconded. Motion carried.

Respectfully Submitted,

Stephen West, Secretary

**Upcoming Meetings to be held at NWKTC Boardroom**

November 28<sup>th</sup>, 2023

December 26<sup>th</sup>, 2023



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

**Tuesday, November 28, 2023**  
**NWKTC Board Room**  
**1:30 pm**

The Sherman County Community Development Board meeting was held on Tuesday, November 28, 2023 and called to order at 1:30 pm. Members present are listed.

Guests:

Kent Brown – City Manager  
Ashley Mannis – County Clerk  
Patty Eckhardt

Approval of the October 31, 2023 Minutes. Amy made a motion to approve the minutes and Steve seconded the approval. Motion carried.

Financial reports for November 24, 2023

- WSB Comm Dev Checking - \$ 104,577.75

Steve made a motion to approve the financial reports as presented. Ben seconded the approval. Motion carried.

**Bills for Comm Dev Checking**

Community Development Board Members:	11/28/23 Attendance
Bill Biermann	x
Gennifer House	x
Jacque Livengood	x
Ben Schears	x
Amy Sederstrom	x
Rachelle Standley	x
Stephen West	x
SCCD Staff:	
Jessica Dinkel	x
Julica Oharah	x

#### SCCD

Beginning Balance							
10/30/2023	Expenditure		Intrust Bank	Sept 2023 Stmt Intrust Bank	SCCD	R	-7,149.34
10/30/2023	Expenditure		Capital Group American Funds	Oct 2023 Contributions	SCCD	R	-485.00
10/31/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	9.41
11/01/2023	Check	3203	Amy Sederstrom	Accounting Contract Labor - Nov 2023	SCCD	R	-300.00
11/01/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	9.41
11/07/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	18.82
11/08/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	9.41
11/13/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	9.41
11/13/2023	Deposit		Kiwanis Club of Goodland, KS	YEC Sponsor	SCCD	R	300.00
11/13/2023	Expenditure		S&T	phone & internet - Hwy 24 & Main St	SCCD	R	-457.25
11/14/2023	Check	3204	-	1st Place YEC	SCCD	R	-800.00
11/14/2023	Check	3206	-	2nd Place YEC	SCCD		-600.00
11/14/2023	Check	3207	-	3rd Place YEC	SCCD	R	-300.00
11/14/2023	Check	3208	-	4th Place YEC	SCCD	R	-100.00
11/14/2023	Check	3209	-	5th Place YEC	SCCD	R	-50.00
11/14/2023	Check	3211	-	YEC Most Innovative	SCCD	R	-200.00
11/14/2023	Check	3210	-	YEC Most Ready to Launch	SCCD		-250.00
11/14/2023	Check	3212	-	YEC - People's Choice	SCCD	R	-150.00
11/15/2023	Deposit		Sherman County	TGT Wage Reimbursement	SCCD	R	5,762.73
11/15/2023	Check	3214	Ag Accounting & Business Solutions	50%	SCCD	R	-1,490.00
				22 Tax Return	SCCD	R	-1,490.00





524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

11/15/2023	Check	3213	National Rural Economic Developers Assn	Membership Dues	SCCD		-395.00
11/15/2023	Expenditure		City of Goodland	Utilities	SCCD	R	-231.95
11/15/2023	Deposit		Nex Gen	YEC Sponsorship	SCCD	R	985.16
11/20/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	18.82
				Grant Writing Services - 25 hrs			
11/20/2023	Check	3215	Brenna Henry	MIH Proposal	SCCD		-1,250.00
11/21/2023	Deposit		CASH	Redbrick Vendor Fees	SCCD	R	9.41
			Sherman County				
11/21/2023	Check	3216	Community Foundation	Match Day Contribution	SCCD		-1,500.00
11/21/2023	Expenditure		Black Hills Energy	Utilities	SCCD	R	-143.51
<b>Total for SCCD</b>							<b>-\$ 8,719.47</b>
<b>TOTAL</b>							<b>-\$ 8,719.47</b>

- Public Comment:
  - None
- Executive Session
  - Ben moved to go into an executive session K.S.A. 75-4319(b) to discuss personnel matters of nonelected personnel for 30 minutes at 1:35 pm and reconvened at 2:05 pm.
  - Amy moved to go into an executive session K.S.A. 75-4319(b) to discuss personnel matters of nonelected personnel for 30 minutes at 2:16 pm and reconvened at 2:46 pm.
    - Gennifer House was excused during this time.
- Old Business
  - None
- New Business
  - SCCD's 2022 taxes are now filed.
    - 2022 Tax Return Review by Board Members
    - Amy makes a motion to review the 2022 tax return, prepared by Ag Accounting & Business Solutions, LLC. Ben seconded. Motion carried.
  - 2024 RFP Discussion
    - Steve made a motion to present RFPs at the next board meeting. Amy seconded. Motion carried.
  - Board of Directors Meeting – Jan. 30, 2024
    - This meeting will be for both business and planning.
- Executive Director Report
  - Report on National Rural Economic Developers Association Conference – November 9, 2023
  - Downtown Holiday Event – This first weekend was successful with approximately 80 children at each stop.
  - The next SCCD Board meeting will be on December 12, 2023, at 1:30 pm due to holidays.
    - Review of the 2024 Budget
    - Review of Updates to By-laws
  - Report on Youth Entrepreneurship Challenge – November 14, 2023
- Announcements
  - The Annual Parade of Lights has been moved to this Friday, December 1st at 6:30 pm.
  - Downtown Holiday Event Weekends
    - December 2<sup>nd</sup> – Storytime with Santa at the Goodland Public Library, 3:00 pm -4:30 pm
    - December 16<sup>th</sup> – Santa's Schoolhouse 11:00 am – 1:00 pm and Holiday Cinema at the Sherman Theatre 1:30 pm.
- Adjournment



524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- Steve made a motion to adjourn the meeting at 3:27 pm. Amy seconded. Motion carried.

Respectfully Submitted,  
Stephen West, Secretary

**Upcoming Meetings to be held at NWKTC Boardroom**

December 12, 2023





524 E Hwy 24 Goodland, KS 67735  
785-890-3743 or 785-821-0403

- Public Comment:
  - None
- Old Business
  - None
- New Business
  - Discussion of changes to SCCD By-Laws
  - Discussion of SCCD's current policies and what should be added in 2024.
  - 2024 Budget Review and Discussion
- Executive Director Report
  - Appreciation was extended to Stephen West and Rachelle Standley for serving on the SCCD Board. Their terms expire at the end of this month.
  - The last day of the Downtown Holiday Event is this Saturday, December 16<sup>th</sup>.
  - Julica is beginning to plan for next year's events.
  - The Red Brick Holiday Market was successful last Saturday. The organizers plan to donate vendor fees to the Rickard Family's fire damage.
- Announcements
  - Ben reported that he visited with Bill Stoick (Super 8) recently and he was pleased with how business was going over this last year as a hotel owner. His occupancy has been good.
- Executive Session
  - Jacque made a motion to go into an executive session K.S.A. 75-4319(b) to discuss personnel matters of nonelected personnel for 20 minutes at 2:50 pm. Amy seconded. Kent and Ashley were invited to remain in the meeting.
- Adjournment
  - Ben made a motion to adjourn the meeting at 3:10 pm. Bill seconded. Motion carried.

Respectfully Submitted,  
Stephen West, Secretary

#### Upcoming Meetings to be held at NWKTC Boardroom

January 30, 2024  
February 27, 2024  
March 26, 2024  
April 30, 2024  
May 28, 2024  
June 25, 2024  
July 30, 2024  
August 27, 2024  
September 24, 2024

October 29, 2024  
November 26, 2024  
December 31, 2024