South Dakota Association of County Officials

Executive Board Meeting

Wednesday, December 9, 2021

The SDACO Executive Board met on Wednesday December 9, 2021 at the SD Counties Building located at 211 E Prospect Ave., Pierre, SD. President Traci Radway called the meeting to order. Roll call was taken with the following present: President Traci Radway, 1st Vice President Jolene Donovan, 2nd Vice President Susan Lamb, Secretary/Treasurer Sheila Hagemann, Past President Susan Kiepke (via phone), Parliamentarian Sandra Frasier-Shaffer Jackie Sieverding, Teri Morgan, Lana Anderson, Myron Hertel, Tamara Brunken & Kathy Serr. Also present was Executive Director Kris Jacobsen.

Pledge of Allegiance was spoken.

Agenda: Motion by Donovan, seconded by Serr, to approve the agenda. Motion carried.

Minutes: Motion by Anderson, seconded by Brunken, to approve the September 13, 2021 minutes. Motion carried.

President’s Report: President Radway stated she didn’t have anything to report.

Committee Liaison Volunteers: the committee liaison appointments are as follows: Nominating Committee: Jackie Sieverding, By-Law Committee: Myron Hertel, Resolutions Committee: Jolene Donovan, Public Relations: Lana Anderson, Continuing Education: Tammy Brunken, Scholarship Committee: Jolene Donovan, Audit Committee: Kathy Serr, Teri Morgan & Susan Kiepke.

Continuing Education Committee appointment: Teri Morgan

Executive Director’s Report: Kris Jacobsen presented a financial update overviewing the revenues & expenditures. She also presented the balance of the M & P fund. She stated Spring Workshop will be held May 3 & 4, 2022 & Deputy Workshop June 22, 2022 all to be held in Pierre, SD. Summer Board meeting will be July 13 & 14, 2022 at Oacoma, SD. She informed the Board legislative session starts Jan. 11 & ends March 10, 2022, final day to be March 23, 2022.

Parliamentarian Report: None

Old Business:

2022 Budget: Executive Director Jacobsen presented the updated 2022 budget.

Motion by Lamb, seconded by Hertel, to approve the updated 2022 budget. Motion carried.

Personnel Policy Manual: Executive Director Jacobson presented an updated personnel manual.

Motion by Lamb, seconded by Serr, to approve the updated Personnel Policy Manual. Moton carried.

NACo Scholarship: Executive Director Jacobson informed the Board there were no qualified applicants for the NACo Scholarship. Motion by Donovan, seconded by Anderson, to defer awarding the scholarship to the next year. Motion carried.

New Business:

2022 Convention: Executive Director Jacobson explained the 2022 Convention will be held on Tues & Wed. Sept. 13 & 14, 2022 with the golf tournament on Monday Sept. 13, 2022.

Announcements: None

Adjournment: Motion by Lamb, seconded by Donovan, to adjourn. Motion carried.

Respectfully Submitted,

Sheila Hagemann, Secretary/Treasurer