South Dakota Association of County Officials

Executive Board Meeting

Wednesday July 21, 2021

The SDACO Executive Board met on Wednesday July 8, 2020 at Cedar Shore, Oacoma, SD. President Susan Kiepke called the meeting to order at 1:00 P.M. CT. The Pledge of Allegiance was given. Roll call was taken with the following members present: President Susan Kiepke, 1st Vice President Traci Radway, 2nd Vice President Jolene Donovan, Secretary/Treasurer Sheila Hagemann, Past President Brian Hunhoff, Parliamentarian Cindy Brugman, Doug DeBoer, Sandra Frasier-Shaffer, Myron Hertel, Lana Anderson, Tamara

Brunken, Kathy Serr, Executive Director Kris Jacobsen.

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

Motion by Brunken, seconded by Hunhoff, to approve the May 3, 2021 minutes. Motion carried.

President Kiepke presented her report. Kiepke congratulated Kris Jacobsen for her new position as the Executive Director. Kiepke gave a report on her experience at the NACo conference, she encouraged everyone to try to attend NACo conference, if possible, she also thanked everyone for serving on the executive board

Executive Director Kris Jacobsen explained she was very excited to become the new executive director & would be looking for an office manager to help. She presented a financial update overviewing the revenues & expenditures. Also presented were the balances of the Register of Deeds Preservation and Modernization Fund. She explained the Sept. 13-14, 2021 convention being held in Rapid City would be a spy theme & there would be a 2nd annual golf

Unfinished Business:

Executive Director Kris Jacobsen informed the board the unprocessed 2020 Anderson Nill check as been taken care of by the accounting firm.

New Business:

2021 Budget: Executive Director Kris Jacobsen presented the Preliminary 2022 Operating Budget. The following changes were made:

Dues: Motion by DeBoer, seconded by Donovan, to apply the CPI each year to the $525 base per county, the 2021 CPI is 1.2% so an increase of $6.30 with a total of $531.30.

Workshops Vender Booths: Motion by Frasier-Shaffer, seconded by Serr, to increase the vender booth fee to $300.00 for spring workshop. Motion carried.

Interest Income: Motion by Kiepke, seconded by Frasier-Shaffer, to increase the interest income from $200.00 to $750.00. Motion carried.

Travel-NACo: Motion by Hunhoff, seconded by Donovan, to increase the NACo travel from $10,000.00 to $16,600.00 for the one year due to President Kiepke’s appointment on the NACo board. Motion carried with Kiepke abstaining.

Lobbyist: Motion by Hunhoff, seconded by DeBoer, to approve hiring Roger Tellinghuisen & Chad Matson for the SDACO lobbyist for 2022. Motion carried.

Association Management Contract: Moton by DeBoer, seconded by Serr, to approve the management contract with a couple of wording changes with deleting the word deputy being there is no longer a deputy director.

Announcements: None

Executive Session: None

Meeting was recessed

Reconvene: Motion by Hertel, seconded by Brunken, to reconvene at 7:03 P.M. Motion carried.

Roll call was taken with the following members present: President Susan Kiepke, 1st Vice President Traci Radway, 2nd Vice President Jolene Donovan. Secretary/Treasurer Sheila Hagemann, Parliamentarian Cindy Brugman, Doug DeBoer, Sandra Frasier-Shaffer, Myron Hertel, Lana Anderson, Tamara Brunken, Kathy Serr, Executive Director Kris Jacobsen. Absent was Past President Brian Hunhoff.

Unfinished Business:

Approval of the Preliminary 2022 Operating Budget: Motion by Donovan, seconded by Radway, to approve the 2022 Operating Budget with the changed discussed at the earlier meeting. Motion carried.

New Business: None

Announcements: None

Adjournment: Motion by Hertel, seconded by Brunken, to adjourn. Motion carried.

Respectfully submitted,

Sheila Hagemann, Secretary/Treasurer