



LOWER MINNESOTA RIVER WATERSHED DISTRICT

Executive Summary for Action

Lower Minnesota River Watershed District Board of Managers Meeting

Wednesday, October 9, 2024

Agenda Item

Item 8. A. – Standing Board Committees

Prepared By

Linda Loomis, Administrator

Summary

At the August 2024 Board of Managers meeting, the Board directed that standing committees of the Board be formed. The Board asked that a Personnel Committee and Finance Committee be formed. Prior to this committees were formed Ad hoc.

Since several Managers have conflicts to prevent them from meeting during the day, it is recommended that committees meeting in the early evening hours or at 7:00 like the Board of Managers meetings. Staff recommends that the personnel committee schedule a standing meeting on the first Wednesday of the month. Additional meetings will be needed from time to time, and meetings can be cancelled if there is no business. As it stands now, Managers Salvato and Kuplic and President Barisonzi are on the Personnel Committee.

The Finance Committee should also schedule a standing meeting time, perhaps the fourth Wednesday of the month. Here to the recommendation is to meet at 7:00 pm or earlier in the evening. The Finance Committee may want to set up monthly meetings at first, or maybe every other month. There are a couple of tasks for the Finance Committee to work on; Fund Balance policy and Internal Controls Policy. Once the 2022 Audit is complete they will review that prior to the Board seeing it. The Finance Committee should consist of the Treasurer and Assistant Treasurer should be on the Finance Committee

The Personnel Committee will need to schedule a meeting in the next two weeks to interview candidates for Government Relations Consultants.

There Board should be aware that this will take additional time for the Administrator, attending meetings, noticing meetings, arranging meeting locations, preparing agendas, meeting notes and minutes. The additional tasks will interfere with other work to stay within the terms of the Administrative Services agreement. Since the recent approval of the 2025 budget increases in expenses was an issue for the Board, it should consider to achieve the additional work and stay within the approved budget.

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Attachments

No attachments

Recommended Action

Affirm Committee membership and set meeting schedule.