

**JUSTICE CENTER DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING MINUTES
MAY 10, 2018, Room 903, Civic Center**

1. CALL TO ORDER/INTRODUCTIONS

Commissioner Mary Ann Borgeson, Don Kleine, John Christensen, Commissioner P.J. Morgan (by conference call), David Levy, Joe Lorenz and Diane Carlson in attendance.

2. PROJECT OVERVIEW

Commissioner Borgeson provided an update of the acquisition of the OHA and Library buildings. It is expected that the County Board will take action on purchasing the OHA building on either 05/22/18 or 06/05/18. Once the acquisition of the two properties is complete, the County will proceed with acquiring the Marcy Mason building.

David Levy stated that OHA's next meeting is scheduled for 06/07/18. If necessary, OHA can hold a special meeting before that date.

Commissioner Borgeson stated that the Executive Committee also met this morning, 05/10/18. The Committee discussed forming additional committees: Program and Policy, Finance, Design, to name a few.

3. ELECTION OF OFFICERS

Motion by Don Kleine to approve the following slate as presented: Chair - Mary Ann Borgeson, Vice Chair – David Levy, Secretary – Diane Carlson, Treasurer – Joe Lorenz.

John Christensen seconded the motion. All those present voted in favor.

4. GOVERNANCE DOCUMENTS AND BOARD POLICIES

Joel Pedersen previously provided the following documents for review and action at the Board's next meeting: Whistle Blower Policy, Record Retention Policy and Procedure, and Conflict of Interest Policy. Joel will also provide By-laws for review and approval.

It was the consensus of those present that, with the exception of our next meeting, the Board will generally meet on a quarterly basis but may receive written reports/updates on a monthly basis or as necessary.

5. PROJECT STATUS

Don Mohlman was not able to attend today's meeting.

6. BURLINGTON CAPITAL PROPOSAL

Burlington Capital has offered to act as Project Manager on the Douglas County Justice Center Project. It was the consensus of the members present to invite Burlington Capital to provide a proposal for Board consideration.

7. OTHER BUSINESS

No other business was discussed.

8. NEXT MEETING DATE

The next meeting is scheduled for Monday, June 11, 2018, at 9:00 a.m. in Room 903 of the Civic Center. A calendar invite will be sent.