

Approve Agenda - Chair

Attached is the agenda for the June 19, 2014 board meeting.

Recommended Action:

Motion to approve agenda as presented.

AGENDA
South Dakota Science and Technology Authority
630 East Summit Street, Lead, South Dakota
Annual Meeting of the Board of Directors
Thursday, June 19, 2014 at 9:00 AM (MT)

SDSTA Mission: *To enable compelling underground research in a safe work environment and foster transformational science education.*

Title	Report	Recommendations
1. Call to Order A. Call Roll B. Introduce Guests	-- Chair Casey Peterson	<i>Informational</i>
2. Approve Agenda	-- Chair Casey Peterson	<i>Motion to approve agenda</i>
3. Approve Minutes – March 20, 2014	-- Chair Casey Peterson	<i>Motion to approve March 20, 2014 minutes</i>
4. Audit Committee Report A. Report from Current Audit Committee B. Select Audit Committee (2015)	-- Ms. Pat Lebrun -- Chair Casey Peterson	<i>Discuss updated audit charter. Motion to approve FY2013 Audit Findings Report as presented at the March 20 meeting</i> <i>Motion to replace Mr. Dykhouse with Mr. Christen on the Audit Committee beginning July 1, 2014 and Ms. Lebrun to continue as Chair of the committee as discussed at the March 20 Meeting</i>
5. Report from Executive Director A. Declaration of Surplus 1. Grundfos pump and motor 2. Computer equipment - UPS B. SDSTA Report including Visitor Center Update C. Ratify Visitor Center Memorandum of Understanding and Waiver of Liability D. Science Operations Update E. Shaft Update	-- Mr. Mike Headley -- Mr. Mike Headley -- Mr. Mike Headley -- Mr. Mike Headley -- Dr. Jaret Heise -- Mr. Will McElroy	<i>1. Motion to approve declaration of surplus property for the 150hp Grundfos pump and motor from Ross Shaft</i> <i>2. UPS, no motion – informational</i> <i>Informational</i> <i>Motion to approve revised Visitor Center MOU and Waiver of Liability</i> <i>Informational</i> <i>Informational</i> <i>Motion to accept executive director’s report</i>
6. Introduce 2014 Davis-Bahcall Scholars	-- Dr. Peggy Norris	<i>Informational</i>
7. Update on Particle Physics Project Prioritization Panel (P5) Report	-- Dr. Kevin Lesko	<i>Informational</i>
8. Financial Report A. Financial Statements B. FY 2015 Budgets	-- Mr. Mike Headley -- Ms. Nancy Geary (by phone)	<i>Motion to accept financial report</i> <i>Motion to approve FY 2015 budgets</i>
9. Executive Session to discuss personnel matters and to consult with legal counsel concerning contractual matters	-- Chair Casey Peterson	<i>Motion to enter into executive session to discuss personnel matters and to consult with legal counsel concerning contractual and legal matters</i>
10. Report from Executive Session	-- Chair Casey Peterson	<i>Motion to accept executive session report</i>
11. Policies and Procedures A. Annual Review of Policies	-- Mr. Mike Headley	<i>Motion to approve the following policies: 2:3 Drug and Alcohol Testing, 3:4 Invoice and Receipt Policy and 4:15 Worksite Injury Reduction and Management (new policy)</i>

Please do not place or accept cell phone calls during this meeting. A copy of this agenda has been posted in a manner visible to the public at the entrance to the South Dakota Science and Technology Authority office located at 630 East Summit Street, Lead, South Dakota at least 24 hours prior to this meeting. Telephone: (605) 722-8650.

AGENDA
South Dakota Science and Technology Authority
630 East Summit Street, Lead, South Dakota
Annual Meeting of the Board of Directors
Thursday, June 19, 2014 at 9:00 AM (MT)

Title	Report	Recommendations
B. Review of Conflict of Interest Policy		<i>(Each board member to sign conflict of interest policy statement at the board meeting)</i>
12. Report from Nominating Committee	-- Mr. Dana Dykhouse	<i>Reference nominating committee minutes in board packet</i>
13. Elect Officers	-- Chair Casey Peterson	<i>Motion to accept the report from the nominating committee and to elect the slate of officers as discussed (Follow procedure adopted August 2008)</i>
14. Report on REACH Committee	-- Ms. Pat Lebrun	<i>Informational</i>
15. Confirm next meeting	-- Chair Casey Peterson	<i>September 18, 2014 at 9:00 AM (MT)</i>
16. Board comments		
17. Adjourn	-- Chair Casey Peterson	<i>Motion to adjourn</i>

SDSTA Board Member Terms of Service, Committees and Schedule

Board Members and Terms of Service			
	Board Members	Appointed	Term Expires
1.	Thomas Adam	Reappointed August 10, 2009	August 8, 2015
2.	Ani Aprahamian	December 10, 2009	December 9, 2015
3.	Paul Christen	January 31, 2011	August 8, 2016
4.	Dana Dykhouse, Vice-chair	August 8, 2008	August 8, 2014
5.	Patricia Lebrun, Secretary-Treasurer	Reappointed August 16, 2010	August 8, 2016
6.	Casey Peterson, Chair	Reappointed August 10, 2009	August 8, 2015
7.	Ron Wheeler, Vice-chair	Reappointed April 10, 2014	April 9, 2020
	Committees and Members (2014)	2014 Board Schedule	
	Audit Committee Members:	March 20, 2014	10:00 am (MT)
	➤ Paul Christen, Pat Lebrun-Chair	June 19, 2014	9:00 am (MT)
	Nominating Committee Members:	September 18, 2014	9:00 am (MT)
	➤ Ani Aprahamian, Dana Dykhouse	December 18, 2014	10:00 am (MT)

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Approve Minutes - Chair

The following contains the minutes from the board meeting held on March 20, 2014.

Recommended Action:

Motion to approve minutes as presented.

South Dakota Science and Technology Authority Board of Directors
Meeting Minutes
Thursday, March 20, 2014
Lead, South Dakota

The Board of Directors of the South Dakota Science and Technology Authority (SDSTA) convened at 10:01 AM Mountain Time (MT) on Thursday, March 20, 2014 in the 2nd Floor Vault Conference Room at the South Dakota Science and Technology Authority, 630 East Summit Street, Lead, South Dakota. A listening post was also established at the South Dakota Department of Tourism and State Development, 711 East Wells Avenue, Pierre, South Dakota.

MEMBERS OF THE BOARD IN ATTENDANCE IN PERSON

Ms. Pat Lebrun
Mr. Ron Wheeler

MEMBERS OF THE BOARD IN ATTENDANCE VIA TELEPHONE

Dr. Ani Aprahamian
Mr. Thomas Adam
Mr. Paul Christen
Mr. Dana Dykhouse

MEMBERS OF THE BOARD ABSENT

Chairman Casey Peterson

SDSTA STAFF

Ms. Michelle Andresen, Administrative Assistant
Mr. Tim Engel, Legal Counsel
Ms. Nancy Geary, Chief Financial Officer
Mr. Mike Headley, Executive Director
Ms. Sharon Hemmingson, Business Services and Contracts Manager
Ms. Mandy Knight, User Support Office Manager
Mr. Daryl (KC) Russell, Cultural Diversity Coordinator
Ms. Constance Walter, Communications Director
Mr. Joshua Willhite, Engineering Director

MEDIA REPRESENTATIVES PRESENT DURING ALL OR PART OF THE MEETING

Mr. Bob Mercer, South Dakota Newspaper Reporter
Mr. Adam Hurlburt, Black Hills Pioneer

ALSO PRESENT DURING ALL OR PART OF THE MEETING

Mr. Mike Albertson, Albertson Engineering
Ms. Melissa Johnson, Lead Chamber of Commerce
Dr. Kevin Lesko, Sanford Underground Research Facility Operations Head (by telephone)
Dr. Peggy Norris, Education and Outreach (E&O) Deputy Director (BHSU)
Ms. Denise Parker, City of Lead Deputy Mayor
Ms. Dusty Pinske, First Interstate Bank
Dr. Ben Sayler, E&O Director (BHSU)
Dr. Kay Schallenkamp, BHSU President
Mr. Jared Schippers, Albertson Engineering
Ms. Julie Stone, Lead Chamber of Commerce
Mr. Tony Venhuizen, SD Office of the Governor (by telephone)
Mr. Patrick Weber, SD Office of the Governor (by telephone)

ITEM 1. – CALL TO ORDER

In the absence of Chairman Peterson, SDSTA Board of Director Vice-Chair Mr. Ron Wheeler called the meeting to order at 10:01 AM (MT). Roll call was held. All members were present in person or by telephone except Chairman Peterson. Mr. Tom Adam and Dr. Ani Aprahamian joined the meeting by telephone at 10:04 AM and 12:38 PM, respectively. Mr. Wheeler asked audience members to stand and introduce themselves.

ITEM 2. – APPROVE AGENDA

Mr. Wheeler requested a motion to move Item 14 to follow Item 6 and approve the agenda as modified.

Motion by Mr. Christen and second by Mr. Dykhouse to approve the agenda as modified. By roll call vote, the motion passed unanimously.

ITEM 3. – APPROVE MINUTES

Mr. Wheeler asked if there were any questions and requested a motion to approve the minutes of the December 12, 2013, meeting.

Motion by Mr. Adam and second by Mr. Dykhouse to approve the Minutes of the December 12, 2013 meeting as presented. By roll call vote, the motion passed unanimously.

ITEM 4. – AUDIT COMMITTEE REPORT

Ms. Lebrun advised the board that the audit closeout report is a great representation of the audit review. She said the report was unqualified and no items needed to be addressed. The audit went smoothly and everything was exactly as it should be. She thanked SDSTA Chief Financial Officer Ms. Nancy Geary and SD Legislative Auditor Mr. Al Schaefer for the professional and efficient job of accomplishing the audit report. Ms. Lebrun asked the Board to approve the report at the June meeting.

In regard to selecting new Audit Committee members, Mr. Wheeler said that Chairman Peterson had asked Mr. Christen to join the committee to replace Mr. Dykhouse in July 2014. Ms. Lebrun will continue to Chair the Audit Committee.

ITEM 5. – FINANCIAL REPORT

Ms. Geary began her report by stating that the SDSTA was slightly over budget due to the purchase of two heaters and necessary repairs to the Yates Hoist motor. Mr. Wheeler asked if the budget is expected to be on track for the remainder of the year, and Ms. Geary replied yes. SDSTA Executive Director Mr. Mike Headley reiterated that repairs to the Yates Hoist motor were necessary and the spare parts, which had to be rebuilt, were a large expense. He also advised that the typical month-to-month variations of repairs would even out throughout the year.

Motion by Mr. Dykhouse and second by Mr. Christen to accept the financial report as presented. By roll call vote, the motion passed unanimously.

ITEM 6. – REPORT FROM EXECUTIVE DIRECTOR

Mr. Headley advised the Board on the favorable news regarding the President's budget and said it includes \$15 million for the operations of the Sanford Underground Research Facility in FY2015.

In regard to SDSTA safety performance, Mr. Headley noted only one recordable injury in 2014-to-date. He said the overall goal is to reduce the number of recordable injuries by 50% in 2014.

Mr. Headley said the underground activity headcount has increased due to the following activities: the Large Underground Xenon (LUX) preparations, MAJORANA (MJD) shield assembly, NASA astrobiologists obtaining water samples, Long-Baseline Neutrino Experiment (LBNE) geotechnical

studies and core drilling, heating upgrades, Davis Campus venting and air conditioning (HVAC) system, Emergency Response Team (ERT) training and SDSTA staff providing ground support installation.

Future experiment updates were then discussed by Mr. Headley and included: LBNE, Compact Accelerator System for Performing Astrophysical Research (CASPAR) and the Black Hills State University (BHSU) Underground Campus. He said the first of four core drilling holes have been completed to define the rock mass planned for the LBNE detector on the 4850L. The total planned drilling footage is 2,625 feet.

Ms. Lebrun asked if foreign institutions expect something in return for contributing to the LBNE experiment. Mr. Headley said that the international science community wants to help develop the technology for LBNE and will expect to be responsible for a defined portion of the experiment.

Mr. Headley said SDSTA had recent design discussions with the CASPAR team. The collaboration is led by the University of Notre Dame and includes the South Dakota School of Mines and Technology and Colorado School of Mines. The experiment installation and commissioning is planned for 2015.

In regard to the BHSU Underground campus, Mr. Headley said it will be part of a multidisciplinary science facility. The campus will include low-background counting experiments and geology and geology experiments inside a cleanroom facility within the campus. He said the expected completion is mid-2015.

In mid-March, the Fletcher Bolter arrived onsite, was disassembled and lowered underground, and then reassembled. Mr. Headley said the advantages of this bolter compared to a jackleg drill are less noise and vibration for the SDSTA Facility Technicians.

The Ross Shaft Refurbishment Project progressed to 1,407 feet down the shaft from the collar, which is located just below the 1250L station and is proceeding efficiently.

Mr. Headley said the SDSTA has conducted two of three scheduled Friends and Family Tours of the 4850L. Positive feedback was received from the participants; the tours were a success and a morale booster. He said it is clear that employees enjoyed getting the chance to show the laboratory to friends and family members.

Mr. Headley thanked and recognized the strong partnership with the Lead Chamber of Commerce and Homestake Visitor Center staff in their support of attending the meeting presentation and work involved with the plans of the new visitor center.

Mr. Headley introduced SDSTA Engineering Director Mr. Joshua Willhite, who provided a status briefing on the Sanford Laboratory Homestake Visitor Center facility and exhibit plans. Mr. Willhite introduced representatives from Albertson Engineering to help address structural design questions. He began by stating that value engineering was performed to reduce project cost while preserving the core architectural program. Geotechnical investigations were conducted and evaluated of the current site, which concluded the development of a new foundation design to accommodate site conditions.

Mr. Willhite said the exhibit design elements are very conceptual at this time. He said the project budget increased \$1.5 million due primarily to a new foundation design to accommodate the site's geotechnical conditions, along with smaller cost increases for analysis of alternate sites and other construction costs. He said if the budget is approved, demolition would be scheduled for June 2014, with completion in June 2015. SDSTA board members discussed the authorization of the additional spending from the Sanford Underground Research Facility's existing budget, with the understanding that the Yates Education and Outreach Rehabilitation Project will need to be delayed until additional funds are raised.

Ms. Lebrun suggested conducting a cost analysis on enclosing the back deck of the new visitor center to add more space and inquired if a cost analysis was conducted for this option. Mr. Paul Christen said that these ideas are desirable but this project is already over budget. He said that it would delay the project by perhaps three years because of the additional fundraising that would be needed. If money is taken away from additional projects, then the focus is taken off the main mission. Lead Chamber of Commerce Executive Director Ms. Melissa Johnson commented that enclosing the back deck had been considered to display temporary outdoor exhibits during the summer season. Mr. Headley advised that due to the limited budget, it is not in the current plans. Mr. Wheeler remarked that the Sanford gift money is available for the visitor center and the Yates Education and Outreach (E&O) Building project is currently delayed until additional funds are raised.

Mr. Headley introduced BHSU President Dr. Kay Schallenkamp who spoke on the remodeling of the Sanford Science Education Center at the BHSU campus in the Jonas Science Hall. She said it will be a state of the art teaching center for science and math teachers. Dr. Schallenkamp said the goals are to develop active learning concept, develop best practices in pedagogy, increase research opportunities, build partnerships for engagement and collaboration and, finally, create innovative workforce development.

Motion by Ms. Lebrun and second by Mr. Christen to accept the Executive Director's report. By roll call vote, the motion passed unanimously.

ITEM 14. – DISCUSS CAPEX BUDGET UPDATE

Item 14 was moved up to follow Item 6 on the agenda in the interest of maintaining a quorum.

Mr. Headley reviewed line items in the updated CAPEX budget, which included postponed and completed projects for FY2014. Mr. Wheeler asked if there were any questions. Mr. Christen reiterated that the additional money approved for the new Homestake Visitor Center will delay the Yates E&O Building project until additional funds are raised.

Motion by Mr. Christen and second by Ms. Lebrun to accept the changes to the Operational CAPEX budget with the understanding that the increase of \$1.5 million to the Sanford Laboratory Homestake Visitor Center will defer the Yates Education and Outreach Building remodel until funded. By roll call vote, the motion passed unanimously.

Mr. Dykhouse departed the meeting at 11:08 AM.

ITEM 7 – 2014 LEGISLATIVE UPDATE

SDSTA Legal Counsel Mr. Tim Engel advised the Board on South Dakota House Bill No. 1101. New language includes the president of the South Dakota School of Mines and Technology as an ex-officio, nonvoting SDSTA board member. Mr. Engel said it was passed without opposition, signed by the Governor and will become law on July 1, 2014. Mr. Engel thanked the Governor's office, Mr. Tony Venhuizen in particular, for their support. He acknowledged Mr. Venhuizen, SD Board of Regents Executive Director Dr. Jack Warner and Mr. Headley who attended the committee hearings and testified on behalf of SDSTA.

Mr. Engel commented that SD District 31 Representative Fred Romkema introduced an amendment to the 2014 general appropriations bill to provide \$1 million for the CASPAR infrastructure. Unfortunately, the funding priorities would not accommodate those monies, and as a result the amendment was not included in the general appropriations bill. He said SDSTA would support Representative Romkema should another attempt be made next year.

Mr. Engel asked if there were any questions. There were none.

ITEM 8 - SELECT NOMINATING COMMITTEE

Mr. Wheeler advised the board that Chairman Peterson had requested Mr. Dana Dykhouse and Dr. Ani Aprahamian continue to serve on the Nominating Committee. Both have agreed and will bring a slate of officers to the June meeting to conduct the task of electing officers. Mr. Wheeler said if any board member wishes to hold an office, they should contact Mr. Dykhouse or Dr. Aprahamian.

ITEM 9 - EXECUTIVE SESSION

Motion by Ms. Lebrun and second by Mr. Adam to enter into executive session to discuss personnel matters and to consult with legal counsel concerning contractual and legal matters. By roll call vote, the motion passed unanimously.

The board recessed at 11:27 AM for lunch and Executive Session and reconvened at 12:25 PM.

ITEM 10. – REPORT FROM EXECUTIVE SESSION

Mr. Wheeler reported that the board discussed personnel matters and consulted with legal counsel concerning contractual and legal matters. No action was taken. No quorum was present following the executive session in order to approve the report. An action item was noted to approve the report at the next meeting.

ITEM 11. – UPDATE ON PARTICLE PHYSICS PROJECT PRIORITIZATION PANEL (P5)

Sanford Underground Research Facility Operations Head Dr. Kevin Lesko began his update stating that the long range planning process has begun within the High Energy Physics (HEP) community. He said every five years, the panel plots out a twenty-year strategy for physics and establishes the plans for the next ten years.

Dr. Aprahamian joined the meeting at 12:28 PM.

Mr. Wheeler asked Dr. Lesko to hold his comments momentarily as Dr. Aprahamian had rejoined the meeting and that a quorum has been reestablished.

Mr. Wheeler restated that that the board discussed personnel matters and consulted with legal counsel concerning contractual and legal matters during the executive session. No action was taken.

Motion by Mr. Christen and second by Ms. Lebrun to accept the executive session report. By roll call vote, the motion passed unanimously.

ITEM 15. – REVIEW OF UPDATED POLICIES

Item 15 was moved up to follow Item 11 on the agenda in the interest of maintaining a quorum.

Mr. Headley briefly discussed the updated policies listed below and said that Mr. Engel had reviewed the policies. He asked if there were any questions or comments. There were none.

Policy 4.5.1: At-Will Employees (updated)

Policy 4.12: Progressive Discipline and Termination (updated)

Motion by Ms. Lebrun and second by Mr. Christen to approve the amendments to the above listed policies as presented to the board. By roll call vote, the motion passed unanimously.

Mr. Wheeler then asked Dr. Lesko to resume his update.

Dr. Lesko advised there were twelve significant questions the HEP community discussed. He said seven are directly related to underground experiments. He also said project prioritization, cost allocations and scheduling were developed as well as three budget scenarios. A draft report will be completed in May regarding the approach for the next ten years.

Dr. Lesko said there is international interest in participating in the LBNE project. Also, there are five or six proposed experiments, which the panel will down select for funding; the LUX / ZEPLIN (LZ) experiment is one of them. A decision will be made by the selection committee in the next few months.

Mr. Christen departed the meeting at 12:39 PM.

ITEM 12. – UPDATE ON EDUCATION AND OUTREACH (E&O)

E&O Director Dr. Ben Sayler began his update by stating that facility plans are on schedule to start construction of the Jonas Science Hall remodel this summer and will be completed by the summer of 2015. The classrooms will be state of the art to support the transformation and innovative pedagogies.

Dr. Sayler discussed the current programs such as school field trip visits, science fairs and summer Davis Bahcall scholars. He said five summer interns have been selected. Two of the five interns have been selected for the Chris Bauer internship. Also, the summer teacher forum is now a two-week session and has been advertised for June and July.

In addition, the Governor's Office of Economic Development has authorized three years of funding to complement the National Science Foundation (NSF) grant and expand the education and outreach program as well as staff. He said BHSU posted a part-time position through the Board of Regents for a Stem Education Specialist, which has had significant interest.

The strategic plan for the Sanford Science Education Center has been finalized and Mr. Headley said that he would provide board members a copy. In conclusion, Dr. Sayler said numerous grant proposals have been submitted and he is awaiting responses.

ITEM 13. – VISITOR CENTER MEMORANDUM OF UNDERSTANDING (MOU) UPDATE

Mr. Headley advised the board that the MOU between the SDSTA and the Homestake Visitor Center/Lead Chamber of Commerce is in a holding pattern while the waiver issue for the site is resolved. He said the design team and the Homestake Visitor Center staff will continue forward on incorporating the necessary language before the job is bid out.

ITEM 16. – CONFIRM DATE AND TIME FOR NEXT BOARD MEETING

Mr. Wheeler asked if there were any concerns with the next board meeting on Thursday, June 19, 2014 at 9:00 AM (MT). There were none.

ITEM 17. – BOARD COMMENTS

Ms. Lebrun commented that this was a good meeting with good information. She said upon arriving at Sanford Laboratory today, the thought struck her of the huge changes that have occurred since the lab started a number of years ago and complimented the staff on a job well done.

Dr. Aprahamian said she missed being onsite and commented on the excellent progress.

Mr. Wheeler thanked the SDSTA staff. He commented that the updated safety video was well done and modern. He congratulated the Communications Department for a job well done. Mr. Wheeler said it was a good meeting.

Mr. Headley thanked the team, especially User Support Office Manager Ms. Mandy Knight and Administrative Assistant Ms. Michelle Andresen for all their board meeting support. He also thanked the board members for the support of the Homestake Visitor Center additional funding. Mr. Headley commented that the Homestake Visitor Center staff and townspeople are excited about the project and feel it will help promote Sanford Laboratory.

ITEM 18. – ADJOURN

Mr. Wheeler asked if anyone had any other questions or comments and then called for a motion to adjourn.

Motion by Ms. Lebrun and second by Mr. Wheeler to adjourn. Motion passed unanimously.

Meeting adjourned at 12:55 PM.

Report from Audit Committee – Ms. Pat Lebrun

- A. Report from current Audit Committee - Updated Audit Charter attached for discussion
- B. Select Audit Committee (2015) –
 - Ms. Pat Lebrun, Chair
 - Mr. Christen to replace Mr. Dykhous beginning July 1, 2014

Recommended Action:

Discussion of updated Audit Charter for approval at next board meeting.

Motion to replace Mr. Dykhous with Mr. Christen on the Audit Committee beginning July 1, 2014 as Ms. Lebrun to continue to act as Chair of the committee as discussed at the March 20 meeting.

SOUTH DAKOTA SCIENCE AND TECHNOLOGY AUTHORITY AUDIT COMMITTEE CHARTER

STATEMENT OF MISSION

The mission of the South Dakota Science and Technology Authority (SDSTA) Audit Committee is to be the pro-active steward for oversight of the financial reporting and disclosure process for SDSTA, including the investigation of claimed breaches of ethics, theft, fraud, embezzlement and reports of whistle-blowers. Our responsibility is to the SDSTA Board of Directors to report independently on the results of the oversight so as to assist in maintaining and enhancing the quality of the financial reporting. The Audit Committee is committed to communication between and among directors, the external auditor and CFO.

A. The Audit Committee has the following responsibilities and duties:

1. Appointment

- Annually be appointed by the SDSTA Board of Directors at their annual meeting in June.
- At least one member will be deemed a “financial expert,” as defined by applicable law and regulation.

2. Review

- Annually review and update this Charter.
- Annually determine the independence of Audit Committee members through a certification by the SDSTA Board of Director’s Chairperson.
- Review the SDSTA’s annual financial statements and any reports or other financial information submitted to or from any governmental body, or the public, including any certification, report, opinion or review rendered by the external auditor or the SDSTA Chief Financial Officer (CFO).
- Review any report or memo or other communication from Federal and State regulators and reviewers, and attend as many entrance and exit conferences as possible.

3. External Auditors/CFO/Independent Counsel/Other Advisors

- The Audit Committee shall have the independent authority to engage any legal counsel or other advisors it deems necessary to carry out its duties.
- Periodically consult with the external auditor out of the presence of management about internal controls and the fullness and accuracy of the company’s financial statements.
- Make the selection, retention, and review the performance of, the external auditor, considering independence and effectiveness and approve the fees paid to the external auditor as well as the proposed fee. On an annual basis, the Audit Committee should review and discuss with the external auditor all significant relationships the external auditor has with the company to determine the auditor’s independence and consider the appropriateness of the non-audit services prior to their engagement.
- Periodically meet with the CFO on the results of exams, and be available to CFO for appropriate communications at any time they desire the meeting.

4. Financial Reporting Process

- In consultation with the external auditor, review the integrity of the SDSTA’s financial reporting processes.

SOUTH DAKOTA SCIENCE AND TECHNOLOGY AUTHORITY

AUDIT COMMITTEE CHARTER

- Consider the external auditor's judgments about the quality and appropriateness of the SDSTA's accounting principles, as applied in its financial reports and as promulgated by the Governmental Accounting Standards Board.
- Consider and forward to the SDSTA Board of Directors, if appropriate, recommendations for major changes to the SDSTA's auditing and accounting principles and practices as suggested by the external auditor, management or the CFO.
- Establish regular and separate systems of reporting to the Audit Committee by management and the external auditor regarding any significant judgments made in management's preparation of the financial statements and the Audit Committee's view of each as to appropriateness of such judgments.
- Following completion of the annual audit, review separately with management and the external auditor any significant difficulties encountered during the course of the audit, including any restrictions on the scope of work, or access to required information.
- Review and resolve any significant disagreement among management and the external auditor in connection with the preparation of the financial statements. Review in detail the passed audit adjustments and the materiality levels used by the external auditor, and the impact of Management's estimates used in the financial statement preparation.
- Review with the external auditor and management the extent to which changes or improvements in financial or accounting practices, as approved by the Audit Committee in prior reports or meetings, have been implemented.

5. Ethical and Legal Compliance

- Establish, review and update periodically a Conflict of Interest Policy and ensure that management has established a system to enforce this Policy.
- Review management's monitoring of compliance with the SDSTA's Conflict of Interest Policy, and verify that management has the proper review system in place to ensure that financial statements, reports, and other financial information disseminated to governmental organizations, and the public, satisfy legal requirements.
- Review with SDSTA's retained legal counsel any legal matter that could have a significant impact on the SDSTA's financial statements.
- Periodically review individual committee member education and obtain resources, seminars and materials to keep the level of member's education current.
- Perform any other activities consistent with this Charter, the SDSTA's By-Laws and governing law, as the Audit Committee or the SDSTA Board of Directors deems necessary or appropriate.

6. Reporting

In order to facilitate the proper execution of its duties and responsibilities, the Audit Committee shall conduct its reviews and investigations in a confidential manner. The Audit Committee shall report to the SDSTA Board the results of the Financial Reporting Process, consultations with External Auditors, the CFO or other Advisors, or any other issues they deem important for the SDSTA Board to meet its responsibilities. These reports shall include, but not be limited to, the results of the annual external audit or any internal audit on financial reports or compliance (including difficulties or disagreements encountered, if any, past

SOUTH DAKOTA SCIENCE AND TECHNOLOGY AUTHORITY

AUDIT COMMITTEE CHARTER

adjustments, materiality defined by the auditor, any legal matter having a material impact on the report, management letter comments, etc.), the integrity of the financial reporting system, the appropriateness of the accounting principles applied to the financial reports, the status of internal controls, any suggested change to any of the above systems the Audit Committee thinks should be made, any significant report or communication from any other matter that the Audit Committee deems critical information needed by the SDSTA Board. To the extent permitted by applicable law, the Audit Committee's reports to the Board of Directors shall be delivered in closed session.

The Audit Committee shall strive to provide the Board with the information it needs to manage the reporting and accounting for the SDSTA as well as utilize the reports to manage all of the other risks it faces. These reports will be made when information is received and available. The Annual Schedule below outlines some of the reporting dates anticipated.

7. Budget Process

The Audit Committee will meet with the CFO in March to establish the annual budget for the Audit Committee to cover costs for audit fees, legal fees, consulting fees, continuing education travel and costs and miscellaneous costs.

B. Annual Schedule

The Audit Committee will meet at its discretion but the following is a guideline for business to be conducted during the year:

~~December-January~~~~March-May~~ – Meet with external auditors ~~on entrance conference. Meet with external auditors~~ to discuss preliminary audit findings, letters to management, passed adjustments, materiality, management estimates, and quality and appropriateness of accounting principles.

~~March-June~~ – Present audit findings, letter of comments and other appropriate information to the SDSTA's Board of Directors at SDSTA annual meeting. ~~Meet to update issues on hiring other outside auditors for review, as deemed necessary, of such areas as EDP, compliance, etc.~~

~~September~~ – Request proposal for external audit. Meet with CFO.

~~October/November/December~~ – Meet ~~to engage external financial auditor and meet~~ with CFO ~~to review any issues regarding the audit. Meet to engage external financial auditor on entrance conference~~. Review all SDSTA regulators' reports (State and/or Federal). Certify as to committee member's independence.

C. Limitations on the Committee's Role:

While the Audit Committee has the responsibilities and powers as stated above, it is not the Committee's duty to audit the SDSTA's financial statements or to determine that the SDSTA's financial statements are complete and accurate in accordance with generally accepted accounting principles (GAAP), as promulgated by the Governmental Accounting Standards Board. These are the responsibilities of management and the independent auditors.

Executive Director's Report - Mr. Mike Headley

Executive Director's Report

- A. Declaration of Surplus
 - A1. Grundfos pump and motor from Ross Shaft - attached
 - A2. Computer equipment - informational/attached
- B. SDSTA Report including Visitor Center update - attached
- C. Ratify Visitor Center Memorandum of Understanding and Waiver of Liability - attached
- D. Science Operations Update - Presentation
- E. Shaft Update - Presentation

Recommended Action:

Motion to: 5A1) approve declaration of surplus property for the 150hp Grundfos pump and motor from Ross Shaft, 5C) approve revised Visitor Center MOU and Waiver of Liability, and accept the Executive Director's report as presented.



Declaration of Surplus Property

June 19, 2014

The South Dakota Science and Technology Authority (SDSTA) has removed a 150 horsepower Grundfos pump and motor from the Ross Shaft. The submersible pump and motor are unusable due to the bad water conditions that they were used in. The internal parts are unusable, and the pump is not designed to be rebuilt.

The total estimated value of the pump and motor equals \$13,500.

The SDSTA has no use for this equipment. I hereby declare the pump and motor to be Surplus Property.

A handwritten signature in blue ink, appearing to read "Mike Headley".

Mike Headley
Executive Director



Declaration of Surplus Property

June 9, 2014

The South Dakota Science and Technology Authority (SDSTA) has retired six APC uninterruptible power supplies (UPSs). They formerly served as backup power for the server equipment prior to the large power upgrades in December 2013.

Items include the following:

ITEM	PURCHASE DT		SERIAL NO	MODEL
UPS	1/23/2009		AS0840260228	DL5000RMT5U
UPS	1/23/2009		AS0840260218	DL5000RMT5U
UPS	2/23/2009		AS0840360129	DL5000RMT5U
UPS	2/23/2009		AS0840260237	DL5000RMT5U
UPS	6/10/2010		JS0942000951	SUA5000RMT5U
UPS	6/10/10		JS1003048970	SUA5000RMT5U

The power supplies listed above are unusable and have no estimable value due to age and damaged ends on the power cords and cost of disposal. The SDSTA has no use for this equipment. These items will be donated to Black Hill State University's IT Department at their request.

I hereby declare the six uninterruptible power supplies to be Surplus Property.

A handwritten signature in blue ink, appearing to read "Mike Headley".

Mike Headley
SDSTA Executive Director



South Dakota Science and Technology Authority

Monthly Report

May 2014

Mike Headley, Laboratory Director **Executive Summary**

Science

The Large Underground Xenon (LUX) detector was cooled in early May, and LUX was given authorization to condense xenon within their detector. On May 19 condensing activities commenced, and condensing was completed by the end of May. With the detector cooled and filled with xenon, the LUX Collaboration began analysis of recent detector performance. The 300-day run will start by the end of summer 2014.

The MAJORANA DEMONSTRATOR (MJD) Collaboration continued to test two detector strings plus a string of one detector in various configurations using the prototype cryostat. Progress on high voltage issues continues to be promising. The first tests of the thermosyphon system (i.e. cooling system) were successfully performed. Also, assembly efforts continued for Monolith #1 that will support the cryostat in the shield assembly during operations. Data taking is planned to commence by late summer 2014.

The Center for Ultra-Low Background Experiments in the Dakotas (CUBED) continued to collect baseline data as part of the commissioning for the counter. In an effort to reduce noise in the detector, SDSTA electricians implemented additional electrical bonding of several CUBED systems. Also, the CUBED isotopic separation and ultra-purification (ISUP) project was issued an Authorization To Proceed (ATP) for initial assembly at the Surface Laboratory on May 5. Also, CUBED was issued an ATP for horizontal testing activities on June 6.

The Berkeley Low-Background Counting Facility team was issued ATPs for several stages of operations at the Davis Campus, including initial installation, initial operation (liquid nitrogen), and shield assembly (lead handling and transportation). Initial checks confirmed the germanium crystal is working fine. Commissioning is underway.

Underground Access

The Ross Shaft Rehabilitation team installed seven steel sets. A total of 117 feet of shaft was refurbished, and the project has reached the 1,660 foot mark. The 1550L station has been refurbished which includes new ground control, cage gates and brattice. The Ramp-up process towards full operations was still in effect in May. The ATP for full operations will be completed in mid-June. Revisions to the Standard Operating Procedure (SOP) No. 0053 (Ross Shaft Rehabilitation) are concluding and the final authorization to proceed for full operations will likely be issued in mid-May. A new method for installation of bearing beam saddles was implemented in May. This change has reduced the amount of rock "gadding" required by the crews, which translates to less rock material that could fall down the shaft. Also, the new installation method is 40% faster than the previous method.

The Yates Shaft team transported science personnel and materials and maintained the skip side of the shaft. The team advanced from set 308 (2,208 feet) to set 338 (2,328 feet). This included replacing 256 separate panels and pieces of the shaft structure and installing ground support. The crews repaired 42 timber structural members in poor condition. On average, the crews have been removing 12 and 16 ton of rock, timber, and debris each week.

Facility Infrastructure

At the end of May, the water level in the underground pool was at 5,745 feet in elevation. This equals a 2-foot drop for the month. Again this month, the team completed the installation of additional data and electrical outlets in the Davis Campus to support science researchers. Also, the team completed all seven day, thirty day, and annual preventative maintenance activities. The Facility Infrastructure team assisted Ainsworth-Benning Construction with the installation of the new dehumidification system at the Davis Campus to address humidity issues in the MJD laboratory space. The team also began planning for the installation of a new mixing tank for the Waste Water Treatment Plant (WWTP) that is used the process to remove iron from the underground water. Once operational, the new tank will reduce operating costs by \$3,000 to \$5,000 per month. The team continued to make progress on enhancing the redundancy capabilities for the underground fiber optic networking system to support automatic fail-over to a backup network for additional underground science and facility systems.



South Dakota Science and Technology Authority

Monthly Report

May 2014

Engineering

The Engineering team continues to support the Long-Baseline Neutrino Experiment (LBNE) Environmental Assessment (EA) process for National Environmental Policy Act (NEPA), with all sections completed and a full draft distributed at the end of March. Additional work is underway to address a new alternative for waste rock disposal at the Gilt Edge Superfund site about eight miles southeast of the Sanford Underground Research Facility (SURF). LBNE has continued planning for public meetings to be held at Fermilab and Lead in August. For the Gilt Edge site, meetings have been held with the South Dakota Department of Environment and Natural Resources (DENR) and Environmental Protection Agency (EPA) in April and May. Draft agreements between the SDSTA and DENR and the DENR and EPA are in process to establish Gilt Edge as a viable waste rock placement site for LBNE. These agreements will be contingent upon chemical analysis results of the rock that was recently collected as part of the LBNE geotechnical studies on the 4850L.

For the Compact Accelerator System Performing Astrophysical Research (CASPAR) and Low-Background Counting Facility areas located near the Ross Shaft, the collaboration of Dean Kurtz Construction in Rapid City, SD and Leo A Daly architecture from Minneapolis, MN advanced facility designs in May to support construction in late 2014. The construction cost estimate remains above budget, but significant efforts are under way to address this issue. We expect that the cost will be at or near budget. The CASPAR project received a categorical exclusion on May 7 from the National Science Foundation for CASPAR related activities.

The MJD electroforming laboratory near the Ross Shaft has had historical fluctuations in cleanliness based on activities in the Ross Shaft or other neighboring spaces at the 4850L. To alleviate the dust problem, a filter unit was purchased in April and installed in May that filters all air that enters the electroforming laboratory.

Designs for the Sanford Lab Homestake Visitor Center advanced in May toward the setting of a Guaranteed Maximum Price (GMP) for the construction. During May, the SDSTA did remove two of the design firms from the team due to lack of progress in resolving liability concerns with the Open Cut location. A replacement firm, TSP Incorporated, was selected to manage the civil, mechanical, and electrical design aspects. We expect the GMP to be finalized in June to support a July 2014 construction start. Exhibit design continues to progress with significant effort focused on exhibit content in May. The Visitor Center is on track for a June 2015 opening.

Environment, Health and Safety

We had one recordable injury in May. It was related to numbness in the arm of a shaft worker. The 2014 total injury count is at two. Interviews were completed to hire a new EHS Director, and a candidate was selected. A late June start is expected. The team continued the implementation a new Job Hazard Analysis (JHA) policy.

Communications / Cultural / Education and Outreach Activities

A new teacher was hired, Bree Reynolds, to support expanded E&O efforts. Bree started in early June. The E&O and Communications Departments continued their support for numerous field trip visits from regional K-12 school groups. Ten Davis-Bahcall Scholars and six student interns started summer activities at Sanford Underground Research Facility on June 2.

Finance and Contracts

For Sanford funded work, the SDSTA finished May \$8,235 over budget, but we are \$20,512 under budget for the year. For DOE-funded operations work, the SDSTA finished May at \$449,729 over budget and is currently \$849,701 over budget for the year. This overage is largely due to unplanned, required non-labor costs for facility operations and repairs. The major unplanned item was a failure and subsequent repair of a Yates Hoist motor. Also, the severe winter season increased electrical power, natural gas, and snow removal costs to levels above the planned budget. Efforts are underway to reduce the cost overrun before the end of the fiscal year. The FY2015 budget submission was provided to the Lawrence Berkeley National Laboratory (LBNL) for the contract renewal.

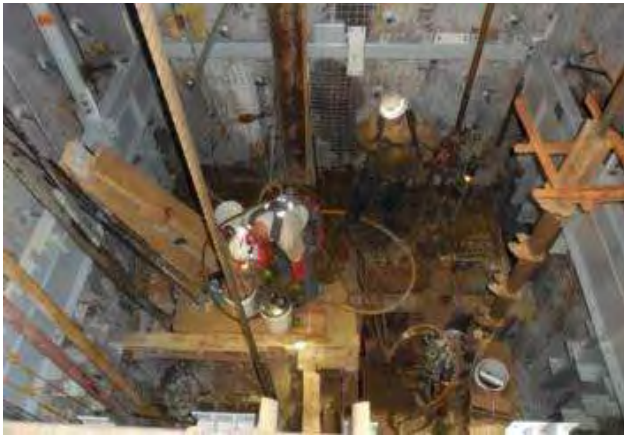
Underground Access Department
William McElroy, Director of Underground Access

Ross Shaft

The Ross Shaft Rehabilitation Project continues to press on with the installation of seven sets through the month of May. Standard B sets 93 through 98 have been installed as well as E set 99. One of the bigger achievements this past month was the installation of bearing set 95CD under new engineering requirements. Previous to 95CD, bearing beam saddles could not extend more the 3 inches from the rock face. This caused crews to manually gad (remove) rock to so that a somewhat smooth surface was created in which the saddles would mount to. In addition to the wear and tear that gadding has on the crews and equipment, this process increases the amount of chipped rock that can cascade down the shaft and potentially damage utilities. The improved method of installing the saddles allows for the saddle to be up to 12 inches from the rock face where the void would then have ½ inch rebar cages constructed then filled with grout. This new way of installing saddles had yielded a 40% increase in efficiency when compared to the previous three bearing beam installations. Total shaft refurbishment for the month equaled 117 feet for a project total of 1,660.5 feet total.

Yates Shaft

The Yates Shaft Interim Maintenance Project concentrated its efforts on the skip side of the shaft in May, advancing from set 308 (2208 feet) to set 338 (2328 feet). This included 256 separate panels/pieces of the shaft structure being improved through replacement of lacing, removal of muck, rock bolting in some instances and securing of blocking. Also, within this range of the shaft, the project addressed 42 individual timber structural pieces (T3 condition) through repair or replacement. The job site within the shaft is at the 2300L brow, where abandoned utilities have been removed in advance of installing new ground control. From the 2300L to the 2750L lies the greatest concentration of T3 condition timber that will need to be repaired or replaced. As this project proceeds down the shaft, it is becoming safer as it is estimated that between 12 and 16 ton of rock, timber and debris are being removed weekly.



Ross – Crew Installing set 95CD



ROSS – Progress-to-Date



Ross – Rebar Nest Behind Bearing Saddle



Yates – Infrastructure Technician Removing Rock from Skip

PROJECT DETAILS (MAY FY14)		SDSTA CAPEX BUDGET SUMMARY		
Title	Director	Budget	Expenses	% Spent
Underground Access	McElroy	\$ 8,099,659	\$ 6,450,004	80%
FINANCIAL STATUS				
Procured 8 sets of fabricated Ross Shaft steel this month at \$127k				G
Will have under run in labor due to two job vacancies				G
PERFORMANCE STATUS LAST PERIOD				
ROSS				
Updated Ross Shaft SOP0053 to include "E" sets. SOP has increased from 35 pages to 96 pages.				
Completed installation of bearing beam 95CD under new requirements - great success!				
Completed installation B sets 93 - 98B and E set 99, 117 feet for the month 1,660.5 feet total				
Third party steel construction expert performed task observation with installation of set 96B				
YATES				
Completed Top Down Maintenance on skip side down to the 2328-foot mark				
Have addressed 256 individual pieces of the shaft structure (2466 total since July 1)				
Have addressed 42 T3 condition timbers through adding support or replacing				
Continuing to remove between 12 and 16 tons of rock and old timber from the shaft weekly				
PLANNED ACTIVITIES NEXT PERIOD				
ROSS				
Reach project Milestone of installing the project's 100th steel set				
Complete shaft refurbishment through bearing beam 106CD				
YATES				
Complete skip side Top Down Maintenance down through set 374 (2544 feet total)				
Test deluge system				
MAJOR MILESTONES				
Yates - Complete T3 mitigations		Q1 2014	Y	
Ross - Rehabilitate to the 1550		Q2 2014	G	
Ross - Rehabilitate to the 1850		Q3 2014	G	

Facility Infrastructure Department

Tim Baumgartner, Director of Facility Infrastructure

Summary

Facility Infrastructure effort in April was directed to the following areas: facility maintenance, equipment repair, preventative maintenance, electrical and cyber infrastructure. During May, the facility infrastructure team worked extensively with the Engineering and Science Departments to focus on refining the operations and maintenance of specific subsystems including carbon monoxide (CO) monitoring, underground phones, leaky feeder (radio), power quality, building upgrades, pumping, dewatering and hoist maintenance and repairs.

Davis Campus Maintenance

Maintenance items for the month included installation of additional data and electrical outlets in the Davis Campus Common Corridor to meet science needs. The team monitored and assisted with new equipment installation and ensured the manufacturer standards were met. Electrical inspections and associated documentation were completed for the Large Underground Xenon (LUX) equipment. Also, residue acid from copper cleaning was transported to the surface. Yates Shaft personnel assisted with delivery of supplies to the Davis Campus. The Facility Infrastructure team assisted Ainsworth-Benning Construction with the installation of the new dehumidification system at the Davis Campus. Yates Shaft personnel participated in evacuation drills.

Surface Facility Maintenance Building and Grounds

The SDSTA completed all seven (7) day, thirty (30) day, and annual (360) day preventative maintenance activities. Three staff members participated in the monthly Safety Committee meeting. Employees on light duty work restrictions are being utilized in the area of security to allow complete coverage at the main gate and other areas during work hours. Upgrades and improvements were made to screens in the Yates Shaft Headframe. The team also supported both Yates and Ross Shaft projects.

Waste Water Treatment Plant (WWTP)

At the end of May, the water level in the underground pool was at 5,745 feet. The total gain for the month was two feet. Near term plans are to try to maintain this level of flow, pumping 1,020 gallons per minute (gpm) from the pool and 650 gpm from the Grizzly Gulch Dam. As infiltration increases (spring runoff), the amount from the pool will be reduced to maintain the 1,020 gpm delivered to the WWTP. The WWTP continues to refine the process as water flows change. The team continued the advancement of job hazard analysis and standard operating procedures as well as supported MAJORANA (MJD) with neutralizing chemical by-products of their process. All preventative maintenance duties were performed. Sanford Lab-wide cleanup and disposal of abandoned in place equipment is continuing. Replacement of a rented mixing tank for removal of iron from the water with a long-term, lower cost solution (called the Green Tank) is underway.

Transportation and Mobile Equipment

The team performed vehicle preventative maintenance actions and repairs to fleet and site vehicles. Also, the team maintained underground locomotives and support equipment and completed maintenance on the skid steer loaders, air compressors, snow removal equipment and hazard mitigation equipment. The team anticipates spending additional time underground as equipment needs on the 4850L increases.

Electrical and Cyber Infrastructure

During May, the SDSTA performed shaft pump preventative maintenance actions. The team continues to support the Ross Shaft Rehabilitation Project with the relocation of power cables in the shaft as the new steel is installed. The team continues to review and modify the underground communications infrastructure to ensure each level has functional copper-based phones and FEMCO (i.e. twisted pair) phones at each underground facility level. The team worked with the Information Technology (IT) staff to activate an additional fiber optic link in the underground to provide redundant connections to the underground. Also, installation of the powered filter system at the Temporary Clean Room was completed. Finally, in cooperation with Tunnel Radio, the Leaky Feeder (underground radio) system is being improved. The Leaky Feeder and FEMCO cable replacement has been completed down to the 1250L.

Engineering Department
Joshua Willhite, Director of Engineering

Long-Baseline Neutrino Experiment (LBNE)

May was an exciting month for the LBNE project, with the announcement of the Particle Physics Project Prioritization Panel (P5) report strongly supporting the study of neutrino oscillations. P5 recommendations will most likely drive some changes to the scope, organization, and schedule for the project. This is a very recent development and has not yet impacted any ongoing work.

The Engineering team continues to support the LBNE Environmental Assessment (EA) process for National Environmental Policy Act (NEPA), with all sections completed and a full draft distributed at the end of March. The addition of an alternative rock disposal site has prompted another set of changes, with expectation to incorporate these changes by mid-June. It is not clear whether any changes will be necessary following the P5 report. LBNE has continued planning for public meetings to be held at Fermilab and Lead in August.

A trade study was conducted in November comparing a new technology, known as Rail-Veyor, to previous options studied to transport excavated rock from the Ross Shaft to the Open Cut in Lead. This trade study concluded that the technology could achieve the intent at a comparable capital cost with reduced operating costs and community impacts. The kick-off for design was held at Sanford Lab in March, with a 30% and 60% design deliverable provided in April. A final design, cost, and schedule will be provided in early June.

In addition to studying the system for transporting waste rock, a detailed analysis of the risks associated with the Open Cut was drafted in March. This analysis was discussed with the South Dakota Department of Environment and Natural Resources (DENR) in April. This discussion suggested re-analysis of a site previously discounted from consideration. This site, the former Gilt Edge mine, is approximately eight miles from the Sanford Lab and is currently managed by the South Dakota DENR and Federal Environmental Protection Agency (EPA) as a Superfund site. Several meetings were held with the DENR, EPA and the contractors managing the site in May with all discussions suggesting that this change would be beneficial for all parties. Drafts agreements will be developed in June to establish this site as a preferred disposal location. These agreements will be contingent upon analysis of the chemical components of the rock, which is to be evaluated over the next few months.

CASPAR (Compact Accelerator System Performing Astrophysical Research)

The SDSTA Board reviewed the CASPAR design and preliminary budget in early December, approving funding for the initial design and rehabilitation efforts. A collaboration of Dean Kurtz Construction in Rapid City, SD and Leo A Daly architecture from Minneapolis, MN was selected for this scope. Design had been paused in April until the cost and schedule were brought to the standards expected by the SDSTA, but have since been restarted. The cost estimate remains above budget, but significant efforts are under way to address this issue. There is an expectation that the cost will be at or near budget.

The rehabilitation of the space for CASPAR, including ground support and shotcrete, will be performed by the SDSTA Hazard Mitigation Crew. A Request For Proposal (RFP) was awarded to Ainsworth Benning Construction in December to establish a service contract to supplement this crew in support of several projects including this one. The goal will be to provide access for the experiment in late 2014. Rehabilitation of the spaces continued through May with a focus on slightly enlarging several locations and providing permanent rock bolting in the space.

CASPAR had been expected to be included in the environmental assessment for LBNE, avoiding a separate action under NEPA. The timing of the two efforts did not work out, so CASPAR contacted the National Science Foundation to define if a separate action is required for this project. A record of Categorical Exclusion was provided May 7, and this issue is now resolved.

Davis Campus

Ongoing concerns with humidity levels in the MAJORANA clean space, aggravated by warm, humid weather last summer, have prompted a renewed effort to modify the HVAC systems for the Davis Campus. The Engineering team had ordered a pre-cooling system to reduce the humidity of the incoming fresh air. Installation of the system began April 1 and was completed as scheduled, with the exception of a pump that was damaged in shipment. A replacement for this pump is on site and initial commissioning occurred on June 2.

The MAJORANA electroforming laboratory near the Ross Shaft has had historical fluctuations in cleanliness based on activities in the Ross Shaft or other neighboring spaces at the 4850L. As the Ross Shaft rehabilitation proceeds, the retention time for dust in the shaft reduces, potentially increasing impacts. Additional activity for CASPAR and the Low-Background Counting Facility may also influence this space. To alleviate these concerns, a filter unit was purchased in April, with installation completed in May. This filter is performing as designed, but the clean room is still experiencing cleanliness fluctuations. Further analysis will be performed in June to understand the cause of fluctuations. It is postulated that increased humidity may be one factor in this issue.

Low-Background Counting Facility

BHSU submitted a proposal to develop a multipurpose clean and dirty space to support low background counting activities, biology study work stations and other future small scale experiments. The design of this space was added to the Dean Kurtz Construction/Leo A Daly contract due to the close proximity and potential for shared utilities with CASPAR. Design is progressing well and the first deliverable will be provided in early June.

Visitor Center

The SDSTA has agreed to fund a project to replace the existing Homestake Visitor Center with a new facility, named the Sanford Lab Homestake Visitor Center. This facility will add significantly to the volume of the facility, allowing more opportunity to educate the public about the Sanford Lab. The Engineering Department is managing this project with Architectural, Engineering, Construction Management and Exhibit design firms contracted to perform design.

The location of the current and future visitor center is adjacent to the historic Open Cut from Homestake mining operations. This location provides excellent visual impact to support this type of facility, but also introduces ground movement not found on “normal” sites, as the natural stresses in the rock relax toward the excavated area and the soil above the rock also allows for small movement over time. This issue is addressed in the design, but further evaluation of insurance limitations resulted in the design team’s inability to formulate a mutually agreeable liability waiver necessary to complete construction drawings. The SDSTA therefore terminated the contract with the prime contractor, and established a new contract with the original structural design firm (who designed the controls for ground movement). A replacement firm was selected to manage the civil, mechanical, and electrical design aspects. This firm, TSP Incorporated, was able to quickly react and keep the impact of the change minimized.

The SDSTA Board reviewed and approved an increased funding request for the Visitor Center project to a total cost of \$5M. This was \$1.5M more than originally estimated, primarily due to increased foundation costs. A set of design drawings known as the guaranteed maximum price (GMP) was provided to the construction manager in late May. Once a GMP value is agreed upon, the contract will be finalized and allow construction to begin in July.

Exhibit design continues to progress with significant effort focused on specific exhibit content in May. This aspect of the project is also on track to allow for a June 2015 opening.

Other

One of the processes at the Waste Water Treatment Plant uses a tank to mix a chemical with the water for iron agglomeration and removal. Since re-entry, a rented tank has been used for this purpose. A replacement tank has been purchased, and an RFP was advertised in April to install this tank. A single proposal was received to perform this work at a value that would take several years to return the investment. Negotiations were held with this proposer to reduce the scope to only that which the SDSTA is unable to self perform. This negotiated scope is expected to be awarded in June.

The Fletcher bolter ordered in February 2013 was delivered to site in March. This unit was disassembled, transported to the 4850L and reassembled all within one week. This process was performed by two individuals; a JH Fletcher (the supplier) employee and an SDSTA employee. Following assembly, initial training was provided to the Hazard Mitigation Crew. Additional components were received and installed in May, and the unit has been operating daily since mid-May. Even with little experience operating the equipment, efficiency improvements are already very impressive as compared to manual jack-leg bolting. Additionally, the physical strain on the operator is significantly less than the manual operation, reducing potential for injury .

Environment, Health and Safety (EHS) Department

Joseph Gantos, EHS Director

Environmental Summary

Environmental Communication

The month of May focused on training, storm water permit compliance and National Environmental Protection Agency (NEPA) activities. Environmental training (awareness level) was provided to all Sanford Lab employees. The annual storm water compliance certification was conducted along with the first quarter storm water inspection. NEPA activities continued with addressing with the state, Environmental Protection Agency (EPA) and Sanford Lab the waste rock transportation disposal at the Gilt Edge site.

A meeting was held with the EPA, South Dakota Department of Environment and Natural Resources (DENR), and Sanford Lab management concerning an option of hauling and disposing of underground waste rock from the Long-Baseline Neutrino Experiment (LBNE) experiment to the Gilt Edge superfund site. The Gilt Edge site is a Superfund site that is jointly managed by the state and the EPA and is considered to have a lower placement liability than the Homestake owned Open Cut. A record of this meeting was submitted to the Environmental Assessment's (EA) Administrative Record.

The DENR was contacted regarding the follow-up groundwater sampling for the diesel spill, which occurred last October.

Environmental Compliance

Water

Waste Water Discharge Summary through June 3, 2014:

*Total water discharged through outfall 001 since June 5, 2008: **4,376,174,733 gallons***

*Total Underground water treated since June 5, 2008: **2,601,330,010 gallons***

*Total Tailing water treated since June 5, 2008: **1,893,771,495 gallons***

*Total water discharged to sewer since June 5, 2008: **94,922,401 gallons***

There continues to be no news in regard to the renewal for the National Pollution Discharge Elimination System (NPDES) Permit SD0000043. SDSTA has been legally operating (discharging underground water and Barrick's tailing water) under this expired, existing permit.

The April Discharge Monitoring Report (DMR) was completed in the month of May. There were no violations. The DMR was electronically filed utilizing the NetDMR reporting tool.

The backwash to sewer data was voluntarily submitted to the DENR and Lead-Deadwood Sanitary district for annual review.

The Davis Campus wash water supply was sampled for coli form/bacteria, which indicated the sampling had no bacteria.

The site storm compliance certification inspection was conducted in May. The site storm water controls were found to be in compliance with permit requirements. A site storm water inspection was also conducted in May. Approximately 15 storm water maintenance items were identified and scheduled for repair. The site storm water maps and text were revised to reflect changes to the plan.

Air

Data continues to be collected for stationary internal combustion engines.

Solid Waste

Veolia Waste Services picked up solid and hazardous waste generated during 2013-2014. Waste items included greases, Homestake legacy items, solvents, reagents from the Davis Campus, light bulbs, alkaline batteries, lead (Pb) debris, and sludge from MAJORANA electroplating operations. 6,945 pounds of waste were sent off site.

Recycling activities continue to progress at Sanford Lab including steel, copper, other metals, plastic, cardboard, paper, toner cartridges, Freon, oils, and batteries are recycled items. Electronic components (computers, monitors, circuit boards, etc.) collected over the past six-years were evaluated for recycling by a vendor. The hard drives

associated with the computers will be cored (destroyed) and other components will be evaluated for resale or recycling (for metal value). The recycling service is part of the site sustainability initiative and will be conducted free of charge due to the residual value of the components.

National Environmental Protection Act (NEPA)

The geochemistry scope of work was prepared for the LBNE excavated rock cavern.

The draft NEPA EA Noise section was modified to include baseline noise measurements. Noise monitoring equipment was rented and eight stations were monitored for background noise. Background noise is important as it documents existing conditions and the basis for any incremental impacts associated with the LBNE action.

The EPA toured the Sanford Lab waste water treatment plant. The EPA was on-site as part of the meeting for the Gilt Edge waste rock meeting. This was not an inspection, but provided as a courtesy.

Environmental Support Tasks

Annual Refresher Environmental Awareness Training was provided to all SDSTA employees in May. The training consisted of spill identification, response, prevention, and clean up; waste identification, management, and disposal; sustainability; storm water permit requirements and best management practices; and air quality permitting requirements for all non-heating stationary sources.

A Job Hazard Analysis (JHA) was developed for the Whole Effluent Toxicity Test flow measurement in Whitewood Creek.

An assessment of lead (Pb) bearing materials was developed for the Engineering Department as part of the scope of work for contractors performing construction activities.

Various safety and contractor pre-bid meetings were attended to address environmental issues. Several Material Safety Data Sheets (MSDS) were reviewed and entered into the Hazcom database.

Health and Safety Summary

Total Recordable Case (TRC) and Days Away Restricted Transfer (DART) cases by year – including SDSTA employees, researchers and contractors.

	2013	Rate	May 2014	2014 to date
<i>TRC Cases</i>	10	8.2	1	2
<i>DART Cases</i>	3	2.5	1	2

TRC = more than first aid treatment was given.

DART = more than first aid treatment was given AND restrictions were job limiting or the employee could not work (subset of a TRC).

May 2014 DARTS/TRC:

Occurrence: March 23: Employee experienced pain and numbness of right arm while operating a jackleg drill

Update: May 13: Medical treatment required and injury is now considered to be work-related - **DART**

May 2014 First Aid Cases:

No events to report.

May 2014 Category 1 or 2 Events:

No events to report.

May 2014 Category 3 Events:

No events to report.

May 2014 Items of Interest:

1. Conducted the monthly Safety Committee meeting
2. Conducted interviews for the EHS Director position; made a selection and offer was accepted
3. To date, 53 action items have been entered from the weekly Management Walk-down observations
4. Reviewed and assisted with the development of several Job Hazard Analysis (JHAs)
5. Attended a Resource Conservation and Recovery Act (RCRA) Training
6. Provided the Lead-Deadwood High School a tour of the Waste Water Treatment Plant (WWTP)
7. Conducted air and noise sampling on the plasma cutter at Ross welding shop; developed an exposure assessment
8. Submitted the Annual Whitewood and Gold Run Creeks Biological Assessment to the SD DENR and Game, Fish and Park Office
9. Inspected fall arrest systems for Yates and Ross Shaft personnel
10. Provided EHS recommendations for the Green Tank Project
11. Purchased an IntegraFit hearing attenuation application for the iPad
12. Reported temperature measurements (maximum 114F) measured in the Yates ramp; measurements were taken in response to concerns about storing self-rescuers in a high temperature environment
13. Completed noise and air sampling reports for the Ross surface plasma cutting
14. Received and distributed new plasma safety glasses to personnel
15. Inspected the electricians fall arrest and applied suspension trauma straps as needed
16. Participated in a multi County Emergency Operation Center Drill
17. Assisted with a Homeland Security tour of surface facilities

Science Department

Jaret Heise, Science Director

Planned network and power outages took place in May with no significant issues resulting. Sanford Lab coordinators were complimented on strong and effective communications.

A review of some of the experiment implementation documentation continued in May. A template for performing project hazard assessments was updated in anticipation of applications from physics groups hoping to perform research and development on new detector technologies.

Personnel estimates for the next several years were received from various research groups. The data will be compiled shortly.

Reactivity monitoring coupons were collected from the Davis Campus in early May. Additional strips will be installed in June, including in one additional site in the MAJORANA laboratory space.

Davis Campus evacuation drills/discussions continued through May. Notes for conducting evacuation exercises as well as some basic emergency scenarios were developed for use by a wider group of Sanford Lab representatives.

Large Underground Xenon – LUX

With the associated Authorization To Proceed in place, cooling of the LUX detector was completed in early May as expected. Authorization To Proceed with condensing xenon (Xe) within the LUX detector was issued, and on May 19 condensing activities commenced. As with previous runs, LUX staffed two shifts per day during the initial condensing period as a precaution to ensure smooth operations. Condensing was completed by the end of the month, and with the detector cooled and filled with Xe, results of the detector performance optimization studies are being assessed.

Xenon circulation started at the end of May, but was interrupted due to the failure of the primary and secondary pumps. In both cases, the air-vacuum safety diaphragm ruptured (no Xe was compromised). LUX is investigating a change in operating mode based on suggestions from the manufacturer. Once the circulation pumps are back online, the Xe purification campaign will resume.

The Krypton-83 injection system was upgraded in May. An intensive period of detector calibration is expected to begin in June.

SDSTA electricians assisted with a number of power upgrades in the LUX laboratory space. New circuits were added for the Xe circulation system to further isolate the emergency Xe recovery system and improve its stability. Also, a new power inverter was installed for the emergency fuel cell system. LUX personnel further improved the reliability of the emergency Xe recovery system by updating its programming.

The month of May also saw a number of modest maintenance activities. The data acquisition temperature sensor power supply was upgraded as was the trigger computer. New software for the control of liquid nitrogen in the thermosyphon was developed and successfully tested. Also, a new workbench was installed in the Lower Davis to aid with organization and provide better access to power outlets in the area by the water tank.

The pump maintenance program continues: three pumps have been sent out for repair/rebuild.

The average LUX crew in May consisted of approximately 6 people for a total of 1,148 hours.

MAJORANA DEMONSTRATOR – MJD

MAJORANA continues to test two detector strings plus a string of one detector in various configurations using the Prototype cryostat as well as other test cryostats. Progress on high voltage issues continues to be promising.

The first tests of the thermosyphon system were successfully performed in conjunction with the Prototype system. The thermosyphon dewar that failed due to a defect was shipped offsite for further examination by MJD collaborators. Arrangements are being made to order another dewar.

Assembly efforts continue for Monolith #1, mainly involving the vacuum and cryogen systems.

Improvements to complete the seal for the radon exclusion enclosure continued through May.

Several pallets of cleaned lead from Black Hills State University (BHSU) were shipped to Sanford Lab and transported underground to the MJD Detector Room. The lead shield for the blank monolith (approximately 570 bricks weighing about 12,000 lbs) was assembled in May and was successfully test fit into the main shield

opening. Ultimately, the blank monolith will be used to seal the second opening in the shield when only one cryostat is installed.

Glovebox maintenance was performed in May, including the installation of new interior hinges and a new motorized lift. A systematic effort is also underway to install new interior work platforms as well as to organize and clean the interior spaces. SDSTA personnel will help support the cleanliness campaign.

Commissioning of the cryostat calibration system is currently underway. The system consists of helical tubing on the outside surface of the copper cryostat and employs custom line sources (Thorium-228 and Cobalt-60).

Production copper electroforming continues in nine baths (one bath has been decommissioned). Following issues with several systems after a planned power outage (reported last month), batteries were replaced on several UPS units. In order to reduce the impact of dust at the electroforming facility, Sanford Lab installed a filter system that was operational starting May 13. Filters on the MJD cleanroom intake filters are noticeably cleaner and the overall effect is still being assessed.

In addition to underground activities, MJD personnel continued with parylene coating activities at the Surface Laboratory. Items include copper shield screws and gasket material.

MAJORANA sustained a significant level of effort through May, with an average crew of almost 11 people combining for a total of 2,257 hours. This is the largest number of hours since July 2013.

Center for Ultra-Low Background Experiments in the Dakotas – CUBED

Baseline data continue to be collected as part of the commissioning for the CUBED low-background counter (LBC). In an effort to reduce spurious signals in the low-energy region of the counting spectrum, electrical bonding of several systems to grounding strips was performed by SDSTA electricians. More troubleshooting may be required.

The CUBED isotopic separation and ultra-purification (ISUP) project was issued an Authorization To Proceed for initial assembly at the Surface Laboratory on May 5. The next phase of implementation involves testing in the horizontal orientation (including pressurizing systems and the use of liquid nitrogen), and to assess readiness a walk-through inspection was conducted by SDSTA EHS and Engineering personnel on May 28. Authorization To Proceed for horizontal testing activities was approved on June 6.

CUBED personnel logged a total of almost 500 hours in May, the majority at the Surface Laboratory.

Berkeley Low-Background Counting Facility

Authorizations to Proceed were issued in May for several stages of Berkeley LBF operations at the Davis Campus, including initial installation, initial operation (liquid nitrogen) and shield assembly (lead handling and transportation). Due to the similarity of this system to the CUBED LBC, access to the CUBED LBC documentation helped facilitate and accelerate the implementation process. Initial checks confirmed the germanium crystal was working fine, and by the end of the month the shield was fully assembled, which consists on an inner layer of copper plates followed by 327 lead bricks wrapped in mylar that can be slightly over-pressurized to act as a radon purge. Commissioning is currently underway.

Currently, both purge and detector dewars require manual filling by Sanford Lab personnel. Planning is also underway to install a dedicated piping connection to the LUX liquid nitrogen storage system and program automated filling. Hardware has been purchased, and the piping will be installed in June.

Other Current Research Activities

Physics: There has been recent interest from groups performing research and development (R&D) on liquid scintillator technologies for future detectors. Information on the Sanford Lab experiment implementation process was shared with representatives. Details still need to be understood, but a modest-scale prototype could likely be accommodated in existing space.

Iterations continue on drafts of the Memorandum of Understanding and General Services Agreement documents for the BHSU Underground Campus.

SDSTA personnel continue to work with Deep Underground Gravity Laboratory (DUGL) representatives as part of the National Science Foundation sub-award for the expansion of the DUGL seismic array. In particular,

information relating existing and planned underground site locations to surface locations was provided. Collaborators plan to visit Sanford Lab in late June and in July.

Geology: Researchers representing the GEOX™ group are planning a visit in early June to retrieve equipment from the 4100L.

There is interest from members of the Lawrence Berkeley National Laboratory (LBNL) Earth Sciences Division regarding stimulation of fractures for possible energy production. The group is considering a plan to drill a hole on the 4850L to obtain initial data that would be used to motivate a larger more substantial proposal.

Biology: No biology representatives were present onsite in May, but the NASA Astrobiology Institute (NAI) group continues to analyze drill core samples that were obtained in April offsite at the University of Southern California. As well, the NAI group, submitted an Experiment Planning Statement describing plans to use new electrode-assisted techniques to cultivate subsurface microorganisms, nominally at one of the existing drill holes near the Yates shaft station on the 4850L.

Engineering: Xilinx continues to be interested, but the fee model still awaits formal adoption.



Fig. 1 SDSTA electrician installing outlets for LUX xenon system.



Fig. 2 Bozied intern assists with MJD string assembly.



Fig. 3 Lead shield installed on MJD blank monolith.



Fig. 4 Bozied intern assists with transport of BLBF Lead.



Fig. 5 BLBF system assembled and commissioning underway.

Education and Outreach Department

Ben Sayler, Director of Education and Outreach
KC Russell, Cultural and Diversity Coordinator

Education Offerings / Programs

The Education and Outreach (E&O) Department hired a new Education Specialist staff member, Bree Reynolds, who began work on June 2. She has most recently been working at a university on the island of Dominica in the West Indies. Before that she taught both elementary and high school science in eastern Washington.

Cultural Activities

Cultural and Diversity Coordinator KC Russell hosted a tour and briefing for the SD Public Safety and Law Enforcement personnel; the group included personnel from three other states as well. Science Director Jaret Heise, Communications Director Connie Walter and Multimedia Specialist Matt Kapust helped with the presentation and tour.

The draft programmatic agreement for the Long-Baseline Neutrino Experiment (LBNE) environmental assessment (EA) is nearly complete.

KC Russell also completed his work on the selection committee for the SD Hagen-Harvey higher education scholarships for the 2014-2015 school year.

K-12 Activities:

Six students from the research course piloted at Lead-Deadwood High School this spring presented their final reports in a Brown Bag Seminar on May 13, with school administrators and lab staff in attendance. The topics the students presented were:

1. Homestake Biofilms (Tanner Ruth and Ian Nelson);
2. Iron Tolerant Bacteria (Nathan Finster and Emily Reif);
3. High Purity Copper – A Conductivity Advantage? (Cedric Kupferschmid);
4. Having Cleaner Greasers! (Angeliese Wisdom).

Twelve science students from Killdeer High School in North Dakota visited the laboratory on May 21. The students toured the hoist room and learned about neutrinos and the MAJORANA Demonstrator experiment.

Black Hills Catholic Home School Association brought 27 students and 12 parents to Sanford Lab on May 2. The students ranged from kindergarten through high school. Science Education Specialist Julie Dahl and E&O Deputy Director Peggy Norris presented workshops for the students and took them on a Hoist Room tour.

Spearfish Middle School brought nearly 50 7th grade girls for a visit. The girls rotated between three activities: air quality monitoring (using monitors that are used underground at the laboratory), accelerators, and a tour of the Surface Lab. The tour of the Surface Lab was provided by University of South Dakota (USD) physics graduate student Michelle While and Davis-Bahcall intern Rachel Williams.

In addition to the school groups coming directly to Sanford Lab, E&O Director Ben Sayler gave presentations to 18 middle school students from Red Shirt at the Homestake Visitor Center and to 115 elementary students from Valley View (Rapid City) at the Historic Homestake Opera House.

Elementary schools visiting the laboratory in May included Prairie Wind (Campbell County, WY), Knollwood (Rapid City), Lead-Deadwood, and Conestoga (Gillette, WY). The groups were primarily 5th graders and participated in the Hoist 'Er Up Engineering challenge during their visits. Conestoga, which was 4th grade, visited for the third year in a row. They performed seismic wave activities and toured the hoist room.

The final SciGirls programs for the school year ended in May with programs at Spearfish Middle School and Girls, Inc.

Two rural schools from North Dakota with students ranging from kindergarten through grade 8 heard about Sanford Lab and the geology of the Open Cut during a presentation by Peggy. They also toured the Black Hills Mining Museum.

Other Audiences

Upper Iowa University brought a group of undergraduates to Sanford Lab during a field camp experience in the Black Hills. Julie Dahl and SDSTA Consultant Jim Whitlock gave them a tour of the Waste Water Treatment Plant.

The *Road Scholars* educational tours of the Black Hills are including half a day in Lead again this year, with a tour of the Homestake Opera House, a Sanford Lab presentation and a tour of the Yates Hoist Room led by staff of the Homestake Visitor Center. For the weekly tours in May, Ben, Connie and Peggy all gave presentations. The total number of participants, from across the country, was 104.

Table 1. Estimated Audience Served – May 2014

Group	Students					Educators			Community		
	K-5	6-8	9-12	Undergrad	Graduate	K-12 Teachers	Univ. Faculty	Informal	Parents	Sanford Lab Staff	General Public
ON-SITE											
Public Safety Officers											12
BH Catholic Home School	13	10	4						12		
Lead-Deadwood High School			6			2					
Prairie Wind Elementary (Gillette)	59					6			4		
Upper Iowa University				11			2				
Knollwood Elementary	67					3			5		
Killdeer High School			12			1					
Lead-Deadwood Elementary	48					3					
Spearfish Middle School		49				2			1		
Conestoga Elementary (Gillette)	53					4			4		
<i>Subtotal</i>	240	59	22	11	0	21	2	0	26	0	12
OFF-SITE											
Road Scholars (4 sessions)											104
Valley View Elementary	115					4			8		
Red Shirt Middle School		18				2					
SciGirls, Girls Inc	9					1					
SciGirls, Spearfish	2	3									
North Dakota Rural Schools (K-8)	20	10				2			6		
<i>Subtotal</i>	146	31	0	0	0	9	0	0	14	0	104
VIDEOCONFERENCE											
South Dakota Distance physics classes			41			11	3				
Von Steuben High School (IL)			90			4					
<i>Subtotal</i>	0	0	131	0	0	15	3	0	0	0	0
Grand Total	386	90	153	11	0	39	5	0	40	0	116
<i>Grand Total: 840, of which 15 were students or educators participating in programs designed specifically to attract more female and under-represented participation in STEM careers.</i>											

Communications Department

Constance Walter, Communications Director

Education and Outreach (E&O)

On May 28, Communications Director Constance Walter, Engineering Director Josh Willhite and E&O Ben Saylor presented to Von Steubben High School in Chicago via videoconference. The videoconference was coordinated through Fermilab (the LBNE Project) and the Department of Energy, who also presented. More than 90 students participated (30 in the classroom and 60 in the auditorium).

Multimedia Specialist Matt Kapust and User Support Manager Mandy Knight gave a surface tour to representatives of the Western Interstate Commission for Higher Education (WICHE). WICHE is looking at the Sanford Lab as a possible education opportunity and activity for its 2015 Conference. The representatives will discuss this during their July 2014 meeting. WICHE became interested in a possible event at Sanford Lab after two members attended a Deep Science presentation in Watertown at Lake Area Technical Institute.

Communications intern Maria Del Pilar Revilla finished her internship at the end of May. She completed a design of display for the Black Hills Mining Museum and video of Ray Davis talking about his solar neutrino experiment, which will also be part of the display. Megan Leonard completed her internship in early May and is now working as a science writer/editor for an archeological firm in Rapid City. Stephen Farghali, a Black Hills State University (BHSU) student, was selected as the communications summer intern. He will begin on June 9.

Constance is working with BHSU to determine how students can participate in creating pieces for the new Visitor Center exhibit. Part of the exhibit involves interviewing people who work in different areas of the lab and creating short videos that tell the story of Homestake and its transition into a world-leading laboratory.

Presentations

Constance gave a presentation to the Roads Scholar group at the Historic Homestake Opera House on May 12, and a presentation and surface tour to the Lead Familiarization group on May 15.

Underground Science/Tours/Press

Constance and Matt escorted Italian photographer Enrico Sacchetti to the Davis Campus on May 1. Sacchetti took photographs on behalf of New Scientist Magazine. Aljazeera America visited LUX underground and interviewed Dan McKinsey on May 7. Constance and Sanford Lab Director Mike Headley led two groups from the REACH Committee on underground tours June 4. Constance and Mike also led an underground tour for U.S. Representative Kristi Noem, SDSM&T President Heather Wilson, and SDSTA Board Chair Casey Peterson and support staff on June 5.

Video

Matt recorded May's Annual Refresher Training sessions and uploaded it to a streaming video server. The video is part of an online training module for those who could not attend the live session. Matt also filmed a 2-hour training on recognizing impairment due to substances other than alcohol. DVDs are available for those who missed the session.

Graphics and Website

Matt updated a graphic of the current and future experiments on the 4850L to include the recent BHSU Underground Campus and Berkeley Laboratory's low-background counter facility. Matt assisted Administrative Assistant Michelle Andresen and Mandy Knight in finalizing the online version of the EHS manual. It is live and can be found at www.sanfordlab.org/ehs/manual. Matt is also developing the 2014 branding for Neutrino Day. Including posters, banners, signs and other promotions.

Neutrino Day, 2014

Plans for Neutrino Day are progressing. Construction on Highway 85 has presented certain challenges; Sanford Lab is working with the City of Lead to determine parking areas and bus routes. Speakers have been selected and activities and displays are lined up. Project Controls Pam Hamilton, E&O Deputy Director Peggy Norris and Science Education Specialist Julie Dahl are working to line up volunteers.

Photography highlights in May

1. May 1: Media tour Enrico Sacchetti
2. May 7: Majorana clean room
3. May 20: Education and outreach field trips
4. May 22: LBNE sound recording
5. May 22: Lead Deadwood 5th graders field trip

To view albums in the Sanford Lab Photo Gallery go to: <http://pics.sanfordlab.org/f216003594>

Miscellaneous

The Communications Department continues to develop Deep Thoughts; update the website; perform general web maintenance; and provide photographs to the media, science collaborations and educational institutions and other laboratory departments. Physics doctoral candidates make use of our videoconferencing capabilities to attend classes remotely.

Upcoming projects

1. Tax Assessor Conference presentation (June 2014)
2. Science Fair presentation in Sioux Falls (June 2014)
3. Visitor Center groundbreaking ceremony (June 2014)
4. Photographer Jeremy Bolen will visit the lab (June 2014)
5. Neutrino Day (July 12, 2014)
6. Visitor Center Exhibits
7. Mining Museum display
8. Updating the website
9. Mutual Insurance Companies presentation (August 2014)

News coverage in May 2014

May 31: [Marketing students use classroom to impact community](#) by Staff writers, Black Hills Pioneer

May 31: [Particle Physics for the Future in the U.S.](#) by Alice Bean, Huffington Post

May 26: [Lead visitor center on track for June construction](#) by Tom Griffith, Rapid City Journal

May 23: [U.S. Physics Panel Wants to Build Billion-Dollar, 800-Mile Neutrino Beam](#) by Jamie Condliffe, Gizmodo

May 23: [US particle-physics panel presents plan for the future](#) by Tushna Commissariat, Physics World

May 23: [Report: New Physics Should Hunt Dark Matter & Energy](#) by Tia Ghose, Live Science

May 21: [Neutrinos Take Center Stage in America's Plan for Future Physics](#) by Alan Boyle, NBC News

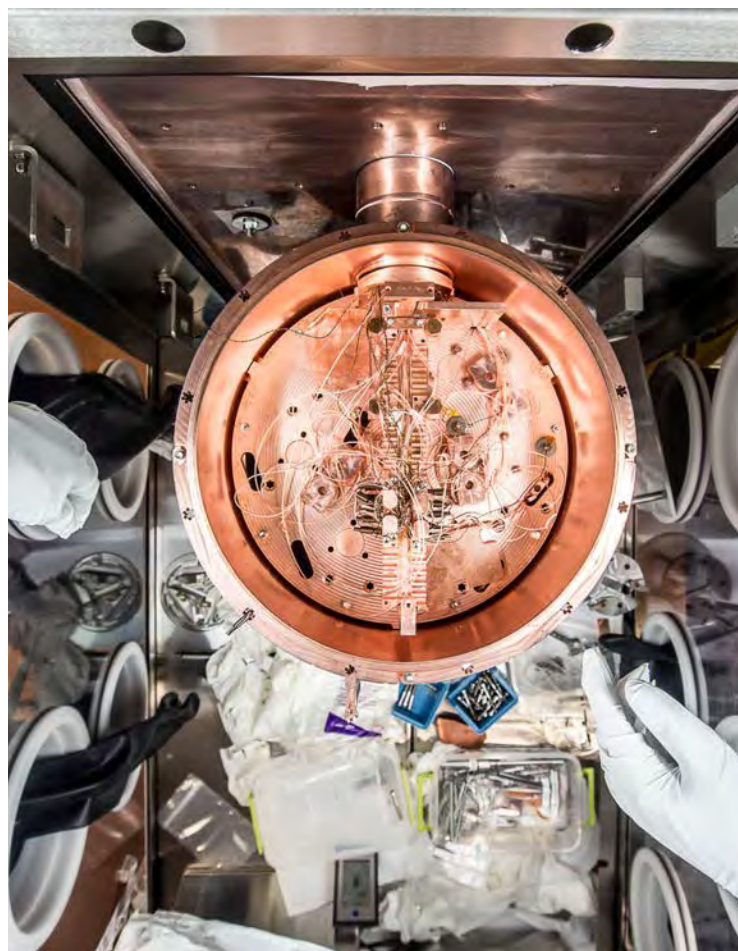
May 21: [BHSU music student and faculty member use Sanford Underground Lab as inspiration for compositions](#) by BHSU Staff writers, Black Hills State University

May 21: [Neutrinos Take Center Stage in America's Plan for Future Physics](#) by Alan Boyle, NBC News

May 07: [EDITORIAL: Higher education getting facelift](#) by Editorial Staff, Rapid City Journal

Apr. 30: [New science center readies for construction at BHSU](#) by Bob Mercer, Black Hills Pioneer

Apr. 24: [BHSU goes underground at Sanford Lab](#) by Staff Writers, Prairie Business Magazine



Top: Once complete detectors for the MAJORANA DEMONSTRATOR will slide into a multi-layered shield.

Center left: A copper and lead brick "castle" will shield sensitive detectors used in the MAJORANA DEMONSTRATOR experiment.

Right: Researchers work on a cryostat inside a nitrogen-filled glove box. The cryostat contains strings of germanium detectors.

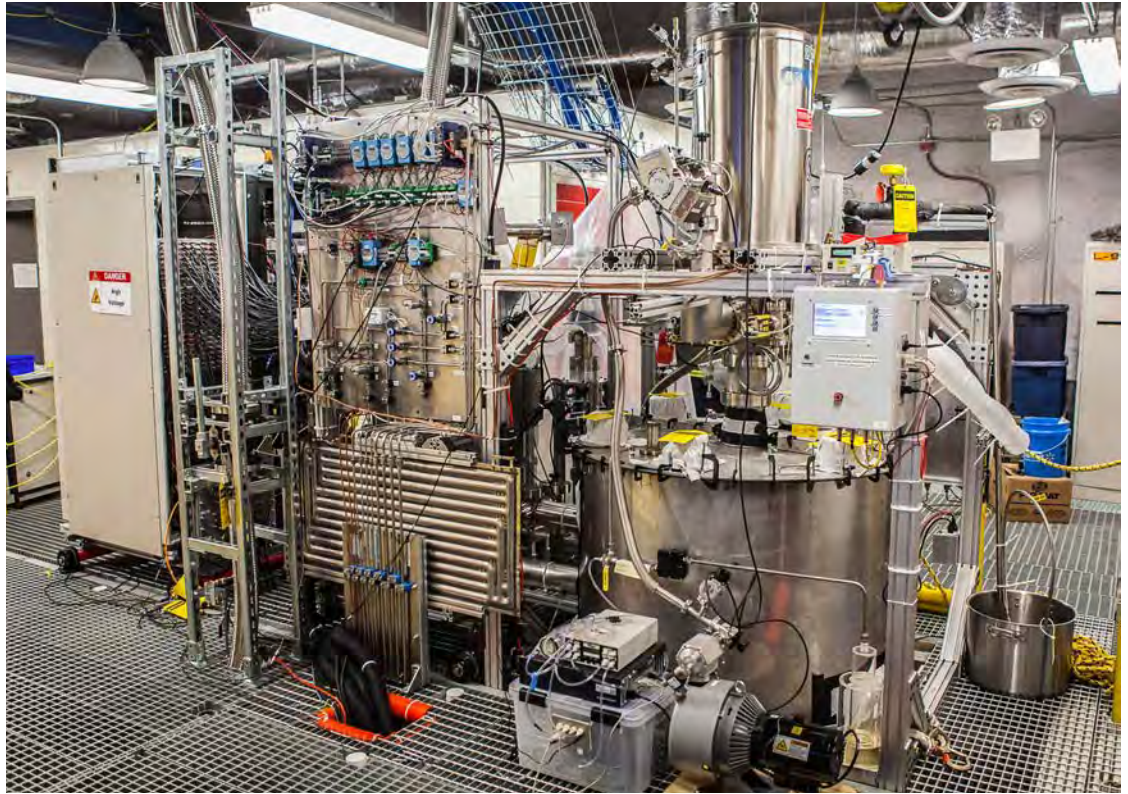
Communications Department Photo Appendix

Top right: LUX prepares for a second data run.

Center left: Deputy Education Director Peggy Norris leads a group of 5th graders on surface tour of the Yates Shaft and hoist room.

Right: A student from Knollwood Heights elementary school in Rapid City gets hands on with an engineering challenge. Students are asked to engineer and build a hoist using available materials.

Bottom left: Industrial Hygienist Jason Rosdahl and Radiation Safety Manager Chuck Lichtenwalner installed sound monitoring equipment around the property to get a baseline noise level of the area. This information could be used in future construction projects.



Business Services Department
Sharon Hemmingson, Business Services Manager

Contracts and Procurement

Lawrence Berkeley National Laboratory (LBNL): The FY2015 annual renewal package was completed and submitted to LBNL for review.

Long-Baseline Neutrino Experiment (LBNE): Purchase Order (PO) revisions were requested for Arup to conduct geochemical analysis of excavated rock and for HDR to expand their noise modeling study.

Sanford Lab Homestake Visitor Center: New contracts were finalized for Albertson Engineering (structural engineering) and TSP, Inc. (MEP and civil engineering). We weren't making satisfactory progress in coming to terms with Skyline on the indemnification language, so to avoid further delays the Skyline contract was terminated and immediate progress was made with the other firms. The construction manager, Ainsworth-Benning, is expected to provide a guaranteed maximum price June 5.

Request For Bids (RFBs) were posted for several general service contracts including Custodial Services, Trucking Services, Metal Fabrication, Mobile Crane Services, Plumbing Services, HVAC Mechanical, and General Services (surface). The bid process was completed for the Yates Access Tunnel Repair and Cone Bottom Tank Installation projects.

Purchase Orders (POs): 193 POs were issued in May, totaling \$188,976.

Warehouse Inventory: Warehouse Inventory on May 30, 2014 equaled \$218,959.

Request For Proposals (RFPs) and Contracts Status Report – May 2014

Contractor / Vendor	Type	Project	Amount
HDR Engineering, Inc. #2013-03	CO#2	Section 106 consultation services and noise modeling	\$5,000
Stone Land Services LLC #2013-05	CO#2	Add scope and funding for SLHVC work	\$2,000
Albertson Engineering, LLC #2014-22	Contract	Sanford Lab Homestake Visitor Center Structural	\$45,076
TSP, Inc. #2014-21	Contract	Sanford Lab Homestake Visitor Center Civil/MEP	\$116,310
Ainsworth-Benning Construction #2014-07	CO#2	Upgrade enclosures of 2 VFDs to NEMA 3R at Davis	\$1,200
CVD Construction, Inc. #2014-05	Contract	Ross & Yates Hoist Rooms Masonry Repairs	\$91,800
NeoSystems Corp. #2012-04	CO#5	Software upgrade/implementation to June 2015	\$4,000
Galyn Rippentrop #2013-06	CO#2	Extend contract to 9.30.2015	n/a
Betzendahl Gas Consultants #2014-23	Contract	Xenon procurement consulting services	\$10,000
Black Hills State University	Addendum	Establishes SCSE invoice/payment procedures	n/a
Arup, Inc.	TO#3R2	Adds geochemical characterization of excavated rock	\$0
Ainsworth-Benning Construction #2013-28	CO#1	SLHVC CMAR Phase 2: Construction Services	<i>Awaiting GMP</i>
J3 Engineering Group, LLC #2014-01	Contract	Extend contract to 6.30.2014	n/a
TBD – Admin Bldg Custodial Services	Contract	Administration Building Custodial Services	Bids due June 10
TBD – General Services (Surface)	Contract	Snow removal, incidental construction/repair	Bids due June 11
TBD – HVAC Mechanical Services	Contract	Annual inspections, repair boilers and HVAC units	Bids due June 11
TBD – Plumbing Services	Contract	General surface plumbing services, on-call basis	Bids due June 11
TBD – Metal Fabrication Services	Contract	Welding, burning, metal fab; certified weld inspection	Bids due June 12
TBD – Mobile Crane Services	Contract	Mobile crane services on an on-call basis	Bids due June 12
TBD – Trucking Services	Contract	Trucking services on an on-call basis	Bids due June 12
CVD Construction, Inc. #2014-08	Contract	Structural reinforcement, Yates Crusher Building roof	<i>Delayed / funding</i>
CVD Construction, Inc. #2014-09	Contract	Repair of access tunnel connecting Yates shop-ramp	<i>Delayed / funding</i>
CVD Construction, Inc. #2014-24	Contract	Installation of 6,100 gallon cone bottom tank	\$79,883
Johnson Controls	Contract	Upgrades and repair/maintenance	<i>Underway</i>
TBD – HVAC Mechanical Services (UG)	Contract	Underground HVAC Mechanical Services	<i>Underway</i>
TBD – Plumbing Services (UG)	Contract	Underground Plumbing Services	<i>Underway</i>

Information Technology (IT)

SDSTA was without email service for two working days due to a server failure. The IT department worked overtime to rebuild the server and restore service. Several servers are nearing end-of-life and are being planned for replacement over time.

A rack-mounted uninterruptible power supply (UPS) was installed at the Ross Hoist to ensure optimal network connectivity in the event of a power failure.

A software upgrade was completed for the Symantec Endpoint Protection antivirus server to help facilitate both end of life for the existing version and enhance our spyware and malware protection.

An agreement was finalized to establish Midcontinent as SDSTA's secondary internet service provider.

IT responded to 112 help desk related work orders, with 5 currently open.

A Redundancy Design Review and Testing Protocol was presented to LUX for review at their May 12 meeting.

Enhancements continue to expand the utility of the Yates Shaft manifest scheduling and tracking custom application and Trip Action Plan (TAP) custom applications. These custom applications have improved efficiency and aided planning, and users continue to request additions for enhanced productivity.

SDSTA Network Administrator Mike Rechtenbaugh was onsite May 16-19 to perform upgrades on network hardware and software including all switches, (router, core, premise) VPN's, firewalls and wireless. He also configured and tested the 4850L Davis Campus and MAJORANA clean room redundancy ring, which will improve connectivity in the event of a fiber break.

User Support Office (USO)

For the month of May and first part of June, logistical and administrative support were provided for the following:

- May 1: SD Public Safety Officials Visit and Tour
- May 13: EHS Board of Regents Meeting; Lead-Deadwood High School Presentations
- May 15: Supervisor Training (recognizing impairment due to ingesting of substances other than alcohol)
- May 16, 19 & 20: EHS Candidate Interviews
- May 21: SDSU College of Engineering Meeting
- May 28: U.S. Department of Homeland Security Dashboard Assessment
- June 4-5: SD REACH Committee/Research and Commercialization Meetings and Underground Tours
- June 5: Rep. Kristi Noem Underground Tour
- June 5-6: Incident Command System Training; Classes 100, 200 & 700
- June 6: Sanford Lab All Hands Meeting

Preparation and planning continue for upcoming meetings and events to be held at Sanford Lab:

- June 9-20: Davis-Bahcall Scholars
- June 18: SDSTA Board of Directors Dinner at The Lodge at Deadwood
- June 19: SDSTA Board of Directors Annual Meeting
- June 20: Governor Daugaard Visit with Davis Bahcall Scholars
- June 24: U.S. Department of Homeland Security Review
- June 23-27: Teachers Workshop: Intro to Sanford Lab
- June 25-27: Sanford Lab Tunnel Projects Review
- June 27-28: CUBED Collaboration Meeting
- June 30: Sanford Lab Homestake Visitor Center Groundbreaking Ceremony
- July 8: BHSU President Tom Jackson Visit and Underground Tour
- July 12: Neutrino Day (Sanford Lab and downtown Lead)

Monthly reports for LBNL and SDSTA were compiled, edited and distributed. Month-end reception registers were forwarded to the FBI/Homeland Security/SD Fusion Center. Monthly Researcher hours were tracked and Science training records processed. Monthly invoices were coded for the Finance Department. Organization charts and telephone lists were updated. Daily administrative assistance is being provided to the EHS Department. Safety messages and other important news are being updated on a daily basis on digital displays located at the Davis Campus and the Administration Building reception area.

User Support continues to assist the Communications Department with updating content and migration of public-facing documents on the Sanford Laboratory website. Documents for the EHS Manual were successfully transferred and published on the Sanford Lab website in May. DocuShare collections continue to be organized and archived as needed. Work also continues on updating SDSTA policies and procedures. Dated Board documents currently stored in boxes are being reviewed and a determination will be made to archive or shred documents based on the SDSTA Retention policy. Many of these documents are duplicates of past SDSTA Minutes, former By-Laws, etc. Lastly, User Support Manager Mandy Knight held a pre-bid meeting for Administration Building Custodial Services on May 21; bids are due June 10.

Finance and Human Resources Department
Nancy Geary, Chief Financial Officer and Department Manager

Included in the Financial Report are the following:

- DOE SDSTA FY2014 SPA Curve as of May 2014
- Balance Sheet as of May 31, 2014
- Comprehensive Statement of Income May 2014
- Comparative Balance Sheet – May 2014 vs. May 2013
- Comparative Statement of Income – May 2014 vs. May 2013
- Available Cash as of May 2014
- Operating Budget Summary
- CAPEX Budget Summary
- May 2014 & YTD CAPEX Budget – actual vs. budget
- SDSTA Staffing Plan by Funding Source as of May 2014

Department of Energy (DOE) SDSTA FY2014 Scheduled Performed Actual (SPA) Curve

This graph represents an analysis of the DOE Subcontract No. 6994297 Operations scheduled funding compared to actual. The report shows funding through September 2014 along with information related to Funded to Date dollars, Scheduled dollars, Performed dollars, and Actual dollars by month. Actual dollars represent actual invoices for the months sent to Lawrence Berkeley National Laboratory (LBNL) for reimbursement. For May the invoices totaled \$1,503,718, which is higher than the anticipated reimbursements of \$1,053,989, by \$449,729. Since the inception of this subcontract in February 2012, the actual expenses are at \$31,157,740, which is higher than the budget of \$30,680,304 by \$477,436.

Balance Sheet Items

Cash in Local Checking – Total on hand at May 31, 14 was \$582,893; down from last month by \$363,095. Funds on hand were necessary to pay employee medical/life/vision insurance all due June 1, 2014 and for payroll due on June 6, 2014.

Cash with State Treasurer – Total balance of \$29,460,754. This has decreased from last month by \$757,885 as this amount was drawn down in May.

Billed Accounts Receivable (A/R) – Billed A/R represents any open invoices based on contracts from sources such as LBNL, other smaller contracts from other universities, or Barrick/Homestake Mining Company. Total is at \$2,030,442; up from last month by \$44,574. Included in the balance are open invoices to LBNL for \$1,223,248; representing invoices for the LUX subcontract, LUX-ZEPLIN (LZ) engineering support, and invoices for the Operations subcontract No. 6994297. Additional open invoices include \$734,069 from Fermilab, \$45,629 from various other smaller university subcontracts, as well as open invoices from Barrick/Homestake equaling \$27,496. The majority of the increase is from the Fermilab contracts as we are well along on the Long-Baseline Neutrino Experiment (LBNE) geotechnical project.

Unbilled A/R – Balance of \$2,154. Unbilled A/R represents items that have not been billed on various contracts. This balance is immaterial. The balance has decreased by \$31,042.

Other A/R – Current balance of \$306,187. This balance represents any Interest Receivable and Miscellaneous Accounts Receivable. The balance increased by \$18,413, which represents the interest accrual for the month.

Inventory/Supplies – Balance at \$2,702,465 for fixed assets being stored but not in service. This balance is unchanged from the prior month.

Inventory Warehouse/Personal Protective Equipment (PPE) – Current balance of \$375,819. This balance represents the warehouse inventory that was purchased by the SDSTA prior to federal funding and xenon gas inventory for experiment use. This balance has decreased from the prior month by \$4 representing the usage of warehouse inventory in operations.

Other Current Assets – This listing on the balance sheet represents the balances of both prepaid insurance – \$242,480 and prepaid other - \$100,102. Total balance of \$342,582, is up from last month by \$109,218. This increase represents the prepayment of our FY2015 worker's compensation insurance at \$113,998, less our

monthly insurance expense, which was stable at \$36,570. Also included in the activity was another quarterly payment to Lewis-Burke Associates for professional advocacy services net of certain prepaid items in May.

Fixed Assets – Total of \$66,658,548 (net of depreciation through May 31, 2014). Fixed assets (not including depreciation) increased for the capitalization of a trailer - \$11,200, an Apple computer - \$5,170, and two Kubota Welders - \$20,890. Including depreciation for May, the net decrease for fixed assets is \$104,481.

Other Assets – Work in Progress – This balance represents the current progress being made using Sanford/SDSTA Funds and received State funding to support the budgeted projects on the CAPEX budget less any items that are being capitalized within the Fixed Asset designation. Current balance has increased by \$612,134 to \$5,393,544. The balance represents the current years' project costs (not including personnel) funded by these sources net of any current capitalizations.

Other Assets/Capital Lease – This balance of \$649,975 represents the deep pump system capital lease. The balance has decreased by \$14,037. The lease through AmWest, Inc. was renegotiated to include transference of property to SDSTA at the end of the lease term in January 2018. The rental payments are being directly charged to the LBNL federal subcontract. Per the subcontract, the pumping system will become the property of the Federal Government at the end of the lease period. The equipment will be fully expensed over the period of the lease at which time it will be removed (along with the lease liability) from the SDSTA's balance sheet.

Total Assets – Total of \$108,505,364. This is down from last month by \$486,206; which represents the net activity as listed above.

Accounts Payable – Our Accounts Payable balance of \$1,512,100 (including Accounts Payable and Accounts Payable Accrual) at the end of the month compared to last month has increased by \$163,712. This increase is primarily due to owing Joy Global for the armature repair on the Yates Hoist equipment.

Accrued Payroll Liabilities – Current balance of \$664,262 is down by \$297,099 from last month. This represents the net change between earned vacation and vacation taken and other changes in other employee benefit related liabilities. Last month's balance included a labor accrual for labor performed in April, but not paid until May. This month's balance is net of this payroll accrual reversal.

Long-Term Accrued Employee Benefits/Lease – This balance of \$649,975 denotes the liability associated with the capital lease for the deep pump system from AmWest, Inc. This balance has decreased by \$14,037 for the month's reduction in the lease amount owed.

Total Liabilities – Total Liabilities decreased by \$147,424 (from \$2,973,761 to \$2,826,337), which reflects the net activity listed above.

Total Equity – Down to \$105,679,027 from the previous month \$106,017,809.

Total Liabilities & Equity – Down to \$108,505,364 from the previous month of \$108,991,570.

Statement of Income Items

On the SDSTA's Statement of Income, the DOE Subcontracts have been consolidated into one line item on the report. Total revenue for this fiscal year from these subcontracts through May 2014 is at \$14,448,974 (increase from April of \$1,549,617).

National Science Foundation (NSF) Subcontracts – Total revenue through May 2014 from NSF funding is at \$209,563 (increase from April of \$3,779). The balance represents revenue from a University of Notre Dame subgrant for the Compact Accelerator System Performing Astrophysical Research (CASPAR) project, a small subaward through Case Western Reserve University, as well as an award through the University of Minnesota.

State Revenue – Year to date balance includes \$2,000,000 received from the State Legislature and a small amount from one small contract. The small contract relates to funding from the University of South Dakota state research funds for the Center for Ultra-Low Background Experiments in the Dakotas (CUBED). The increase to State Revenue for the month is \$287.

Contributions & Donations - \$30,000 was received from Lawrence County in January 2014 to be used toward expenses related to the construction of the new Sanford Lab Homestake Visitor Center located in Lead, SD.

Interest income recorded for the current fiscal year is at \$233,524. This represents interest accruing at 0.75% on the cash held by the state on behalf of the SDSTA, based on the decision made at the September 2013 Board

meeting to reduce this from 2% to 0.75% along with the small amount of interest received on the local checking account.

Direct Costs are then listed on the Statement of Income. The categories have been consolidated to reflect the format used when invoicing on federal contracts. The classifications for Unallowable Costs and Indirect Costs are listed as well on this report to follow the federal contracting format. Other Income through the month of May is at \$243,642 which represents miscellaneous income and a small amount each month for water treated for Barrick Gold.

Comparative Balance Sheet

Significant differences include Total in Local Checking, which is higher by \$293,175 from this time last year as payments were received from LBNL late in May 2014. Additional differences include Total Cash with State Treasurer, which is lower by \$6,770,570 from this time last year as funds were expended over the 12-month period. Billed A/R is higher than this time last year by \$799,501 primarily due to increases in the expenses associated with the contract with LBNL for Operations related costs and for additional contracts opened with Fermi Lab. Other A/R (Interest Receivable) is lower by \$614,206 primarily because of accruing 2% in early 2013 compared to 0.75% in fiscal year 2014. Inventory of Supplies is currently lower by \$274,547 due to putting into service various fixed assets. Inventory – Warehouse has increased by \$313,387 primarily represented by the purchase of xenon for the LZ experiment. Other notable differences exist for increases in Fixed Assets. Other Assets have increased primarily due to establishing the Capital Lease as explained earlier and for increased activity in our capital improvements category. In summary, Total Assets have decreased by \$729,095 due to the net effect of the items noted. Total Liabilities have increased by \$1,567,381 over last year at this same time, primarily due to establishing the liability for the capital lease (pump system). Additional increases are reflected in increased Accounts Payable due to the open invoices to various contractors. Total Equity has decreased by \$2,296,476 from last year at this same time primarily due to drawing down funds from the State.

Comparative Profit/Loss

Total Revenue for year to date May 2014 compared to year to date May 2013 has decreased primarily due to receiving \$15,000,000 from the Sanford Gift in the last fiscal year, but only \$30,000 this year for Contributions & Donations. Yet, this year's revenue includes receipt of \$2,000,000 from the State Legislature. Direct Costs and Indirect Costs for year to date May 2014 compared to this time last year show a net increase (approximately 18.6% increase). Thus, Net Income has decreased due to less revenue and increased costs. Other Income is slightly down when comparing the two time frames, primarily due to treating less Barrick water.

Available Cash

This report reflects our available cash after noting the restricted cash balances in the Indemnification and Mine Closure accounts. The \$20,000,000 in the Sanford Gift #2 account is no longer designated as "restricted" due to the signing of the Fourth Amendment to the Homestake Gift Agreement. After our liabilities are noted, \$15,868,035 is available to be used for a limited scope of SDSTA expenses (Board, Administration, Communication, Education & Outreach, and Science Liaison expenses not covered by the current DOE funding), for current contracts concerning the various capital expenditure projects including the Ross Shaft Rehabilitation, and towards the specific projects listed in the Fourth Amendment.

Operating Budget Analysis

This report is separated into three sections: SDSTA funded activities, Federal Funded activities, and Indirect expenses that benefit various activities. Total operating expenses are \$362,349 over budget for May 2014. Total YTD figures show that we are over budget by \$596,912 as a whole. Most budgets are almost all under budget with the exception of the LBNL Operations C#6994297, Indirect Expenses, and four other small amounts under the Communications Department, the Fermilab PO #610364 for staff services, the Fermilab PO #613525 for staff services, and the Fermilab PO #614808 for the rail-veyor project.

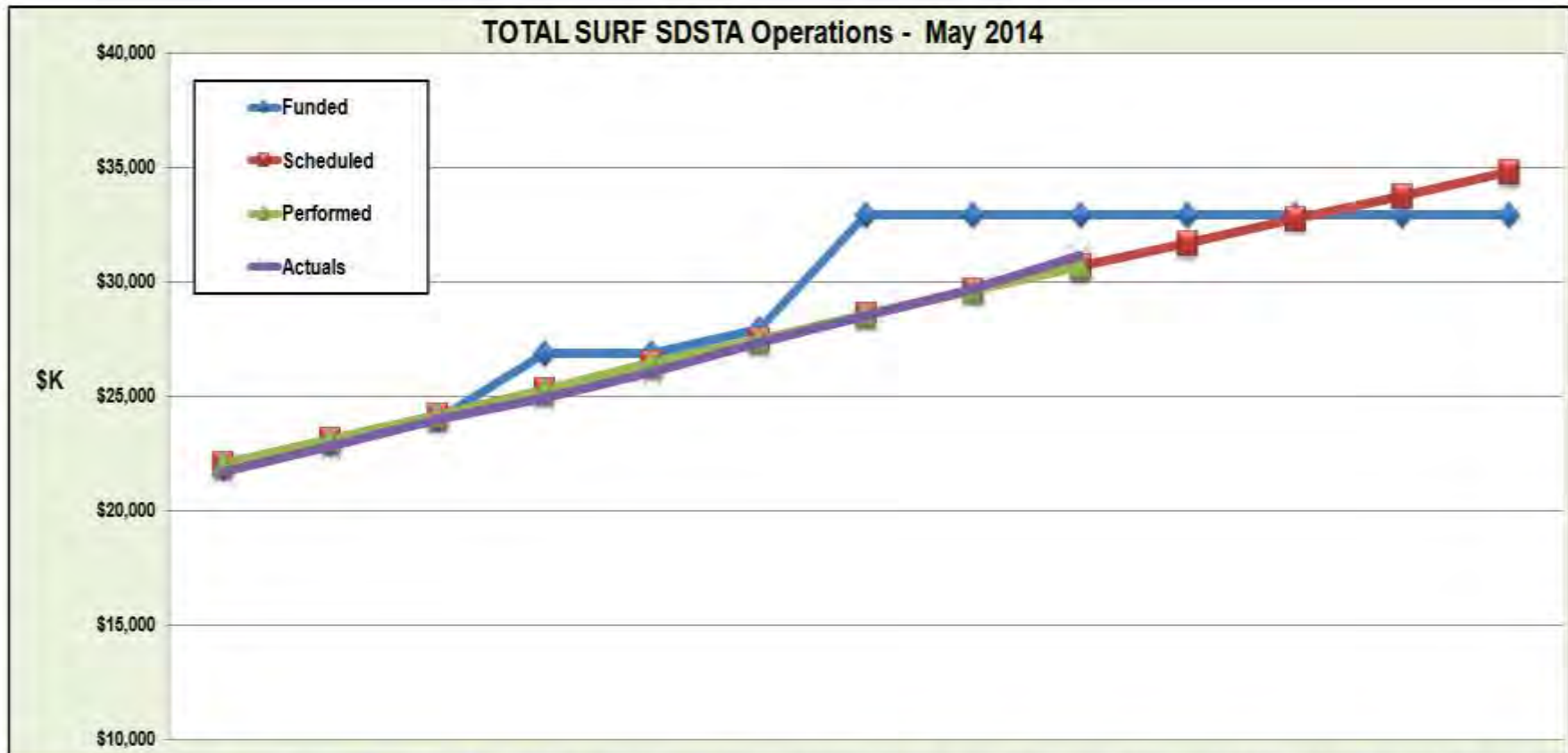
Capital Expenditure Budget Analysis

Our current capital expenditure projects have been condensed and are listed from CAP2012-09 – CAP2013-07; with various breaks in the sequence of numbering. In addition we added ten new projects (CAP2014-01-10) for this fiscal year with a budget increase of \$7,595,500. At the March 2014 Board meeting, additional funding was approved for current projects along with \$50,000 for one new project – CAP2014-11 – Low Background

Counting Facility (LBCF) Development. Furthermore, two projects were finalized and two projects halted with funding moved to various current projects. The approved net increase to the capital expenditure budget is \$4,513,379 for a revised total of \$18,544,082. All projects will be funded by the balance of Sanford Funds as directed by the Fourth Amendment to the Homestake Gift Agreement, \$2,000,000 from the State Legislature for the Ross Shaft Rehabilitation project, \$2,000,000 of Future Funds mentioned earlier, funding raised from private fund raising activities, and SDSTA funds including interest. We spent \$947,799 on our CAPEX projects in May out of the budgeted \$1,416,604. Year-To-Date we have expended \$8,221,812 on this list of projects.

Human Resources

SDSTA Facilities Technician Kevin Ehnes, who was terminated on April 21, 2014, will be replaced by Michael Iverson. Michael will begin employment on July 7, 2014. An applicant has accepted the Environmental, Health and Safety (EHS) Director position and is currently undergoing a background check and physical. SDSTA Drafter Darla Burich was terminated on May 5, 2014. Interviews are being conducted to fill this position. SDSTA Infrastructure Technicians Brent Larson, Jeremy Olson, Rowdy Roberts and Tom Ventsam were all terminated on May 12, 2014. Interviews are in process for their replacements.



	CTD	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14
Funded	\$ 21,880	\$ 22,938	\$ 23,997	\$ 26,862	\$ 26,862	\$ 27,923	\$ 32,923	\$ 32,923	\$ 32,923	\$ 32,923	\$ 32,923	\$ 32,923	\$ 32,923
Scheduled	\$ 22,058	\$ 23,099	\$ 24,124	\$ 25,245	\$ 26,432	\$ 27,457	\$ 28,582	\$ 29,626	\$ 30,680	\$ 31,670	\$ 32,743	\$ 33,751	\$ 34,796
Performed	\$ 22,058	\$ 23,099	\$ 24,124	\$ 25,245	\$ 26,432	\$ 27,457	\$ 28,582	\$ 29,626	\$ 30,680				
Actuals	\$ 21,686	\$ 22,771	\$ 23,949	\$ 24,940	\$ 26,021	\$ 27,328	\$ 28,509	\$ 29,655	\$ 31,158				

**DOE SDSTA FY 2014 SPA Curve
May 31, 2014**

DIVISION: ALL

BALANCE SHEET

ASSETS

AS OF
05/31/14

CURRENT ASSETS

First Interstate Checking	\$	524,811.53
First Interstate Other		58,081.62

Total in Local Checking		582,893.15
SD Treas: Indemnification		10,000,000.00
SD Treas: Mine Closure		1,349,275.35
SD Treas: Sanford		2,843,598.40
SD Treas: Sanford Gift #2		15,267,880.00

Total with SD Treasurer		29,460,753.75
Billed A/R		2,030,441.73
Unbilled A/R		2,154.17
Other A/R		306,187.47
Inventory - Supplies		2,702,464.79
Inventory - Warehouse		375,819.08
Other Current Assets		342,582.30

Total Current Assets		35,803,296.44

FIXED ASSETS

Land, Underground & Other		12,353,375.03
Bldgs & Infrastructure		8,881,327.62
Improvements		43,535,690.13
Computer Equipment		362,464.95
Equipment & Fixtures		8,699,310.03
Accum Depr & Amort		(7,173,619.84)

Total Fixed Assets		66,658,547.92

OTHER ASSETS

Work in Process		5,393,544.40
Equipment - Capital Lease		649,975.22

Total Other Assets		6,043,519.62

TOTAL ASSETS

\$ 108,505,363.98

=====
=====
=====

DIVISION: ALL

BALANCE SHEET

LIABILITIES & EQUITY

		AS OF 05/31/14

CURRENT LIABILITIES		
Accounts Payable	\$	1,502,072.22
Other Payables		10,027.86

Total Accounts Payable		1,512,100.08
Accrued Payroll Liab		664,261.94

Total Current Liabilities		2,176,362.02
OTHER LIABILITIES		
LT Accrued EB/Lease		649,975.22

Total Other Liabilities		649,975.22
STOCKHOLDER'S EQUITY		
Restricted: Indemnificati		10,000,000.00
Restricted: Sanford		2,843,598.40
Restricted: Mine Closure		1,349,275.35
Restricted: Sanford Gift2		15,267,880.00

Total Restricted Funds		29,460,753.75
Investment in Gen FA		66,658,547.92
Unrestricted Funds		9,559,725.07

Total Equity		105,679,026.74
TOTAL LIABILITIES & EQUITY	\$	=====
		108,505,363.98
		=====

ALL

STATEMENT OF INCOME

FOR THE PERIOD ENDING 05/31/14

	YR-TO-DATE

REVENUE	
DOE Subcontracts	\$ 14,448,974.00
NSF Subcontracts	209,562.97
State Revenue	2,003,155.59
Contributions & Donations	30,000.00
Checking Interest	62.08
Interest Income	233,523.62

	16,925,278.26
DIRECT COSTS	
Direct Labor	6,537,946.55
ERT Labor	28,123.50
Board of Directors	5,673.39
Capital Outlay >\$5K	444,239.09
Contractual Svcs	2,269,385.99
Emergency Resp	36,498.25
Inventory	299,387.58
Supplies	851,650.60
Travel - Domestic	49,453.14
Travel - Foreign	10,659.91
Utilities	1,654,801.08
Other Direct Costs	264,416.09
Unallow/Unbill Costs	305,852.15

	12,758,087.32
INDIRECT COSTS	
Fringe Benefits	2,910,217.54
Overhead	3,129,235.51

	6,039,453.05

GROSS PROFIT FROM OPERATIONS	(1,872,262.11)

OTHER INCOME	
Water Treatment	150,092.08
Miscellaneous Income	93,549.63

	243,641.71
OTHER EXPENSES	
Loss(Gain) on Sale of FA	3,989.67
Reclass Incr Net Assets	(1,336,410.66)

	(1,332,420.99)

NET INCOME	(296,199.41)
	=====

DIVISION: ALL COMPARATIVE BALANCE SHEET

ASSETS

	AS OF 05/31/14	AS OF 05/31/13	\$ CHANGE	% CHANGE
CURRENT ASSETS				
First Interstate Checking	\$ 524,811.53	\$ 280,485.17	\$ 244,326.36	87.11%
First Interstate Other	58,081.62	9,232.88	48,848.74	529.07%
	-----	-----	-----	-----
Total in Local Checking	582,893.15	289,718.05	293,175.10	101.19%
SD Treas: Indemnification	10,000,000.00	10,000,000.00	-	0.00%
SD Treas: Mine Closure	1,349,275.35	1,329,564.20	19,711.15	1.48%
SD Treas: Sanford	2,843,598.40	4,901,759.33	(2,058,160.93)	-41.99%
SD Treas: Sanford Gift #2	15,267,880.00	20,000,000.00	(4,732,120.00)	-23.66%
	-----	-----	-----	-----
Total with SD Treasurer	29,460,753.75	36,231,323.53	(6,770,569.78)	-18.69%
Billed A/R	2,030,441.73	1,230,940.34	799,501.39	64.95%
Unbilled A/R	2,154.17	(360.05)	2,514.22	-698.30%
Other A/R	306,187.47	920,393.47	(614,206.00)	-66.73%
Inventory - Supplies	2,702,464.79	2,977,011.92	(274,547.13)	-9.22%
Inventory - Warehouse	375,819.08	62,432.21	313,386.87	501.96%
Other Current Assets	342,582.30	255,390.12	87,192.18	34.14%
	-----	-----	-----	-----
Total Current Assets	35,803,296.44	41,966,849.59	(6,163,553.15)	-14.69%
FIXED ASSETS				
Land, Underground & Other	12,353,375.03	12,353,375.03	-	0.00%
Bldgs & Infrastructure	8,881,327.62	8,881,327.62	-	0.00%
Improvements	43,535,690.13	40,691,246.68	2,844,443.45	6.99%
Computer Equipment	362,464.95	357,294.53	5,170.42	1.45%
Equipment & Fixtures	8,699,310.03	8,048,540.20	650,769.83	8.09%
Accum Depr & Amort	(7,173,619.84)	(5,505,197.40)	(1,668,422.44)	30.31%
	-----	-----	-----	-----
Total Fixed Assets	66,658,547.92	64,826,586.66	1,831,961.26	2.83%
OTHER ASSETS				
Work in Process	5,393,544.40	2,441,023.13	2,952,521.27	120.95%
Equipment - Capital Lease	649,975.22	-	649,975.22	100.00%
	-----	-----	-----	-----
Total Other Assets	6,043,519.62	2,441,023.13	3,602,496.49	147.58%
	-----	-----	-----	-----
TOTAL ASSETS	\$ 108,505,363.98	\$ 109,234,459.38	(729,095.40)	-0.67%

DIVISION: ALL COMPARATIVE BALANCE SHEET

LIABILITIES & EQUITY

	AS OF 05/31/14	AS OF 05/31/13	\$CHANGE	% CHANGE
	-----	-----	-----	-----
CURRENT LIABILITIES				
Accounts Payable	\$ 1,502,072.22	\$ 537,851.16	964,221.06	179.27%
Other Payables	10,027.86	5,761.73	4,266.13	74.04%
	-----	-----	-----	-----
Total Accounts Payable	1,512,100.08	543,612.89	968,487.19	178.16%
Accrued Payroll Liab	664,261.94	715,343.79	(51,081.85)	-7.14%
	-----	-----	-----	-----
Total Current Liabilities	2,176,362.02	1,258,956.68	917,405.34	72.87%
OTHER LIABILITIES				
LT Accrued EB/Lease	649,975.22	-	649,975.22	100.00%
	-----	-----	-----	-----
Total Other Liabilities	649,975.22	-	649,975.22	100.00%
	-----	-----	-----	-----
TOTAL LIABILITIES	2,826,337.24	1,258,956.68	1,567,380.56	124.50%
STOCKHOLDER'S EQUITY				
Restricted: Indemnificati	10,000,000.00	10,000,000.00	-	0.00%
Restricted: Sanford	2,843,598.40	4,901,759.33	(2,058,160.93)	-41.99%
Restricted: Mine Closure	1,349,275.35	1,329,564.20	19,711.15	1.48%
Restricted: Sanford Gift2	15,267,880.00	20,000,000.00	(4,732,120.00)	-23.66%
	-----	-----	-----	-----
Total Restricted Funds	29,460,753.75	36,231,323.53	(6,770,569.78)	-18.69%
Investment in Gen FA	66,658,547.92	64,826,586.66	1,831,961.26	2.83%
Unrestricted Funds	9,559,725.07	6,917,592.51	2,642,132.56	38.19%
	-----	-----	-----	-----
TOTAL EQUITY	105,679,026.74	107,975,502.70	(2,296,475.96)	-2.13%
	=====	=====	=====	=====
TOTAL LIABILITIES & EQUITY	\$ 108,505,363.98	\$ 109,234,459.38	(729,095.40)	-0.67%
	=====	=====	=====	=====

DIVISION: ALL
 COMPARATIVE STATEMENT OF INCOME
 FOR THE PERIOD ENDING 05/31/14

	YEAR TO DATE	PRIOR YEAR TO DATE	\$ CHANGE	% CHANGE
REVENUE				
DOE Subcontracts	\$ 14,448,974.00	\$ 12,729,378.97	\$ 1,719,595.03	13.51%
NSF Subcontracts	209,562.97	510,161.09	(300,598.12)	-58.92%
State Revenue	2,003,155.59	252,819.78	1,750,335.81	692.33%
Contributions & Donations	30,000.00	15,000,000.00	(14,970,000.00)	-99.80%
Checking Interest	62.08	221.75	(159.67)	-72.00%
Interest Income	233,523.62	660,608.00	(427,084.38)	-64.65%
TOTAL REVENUE	16,925,278.26	29,153,189.59	(12,227,911.33)	-41.94%
DIRECT COSTS				
Direct Labor	6,537,946.55	6,278,380.58	259,565.97	4.13%
ERT Labor	28,123.50	27,425.00	698.50	2.55%
Board of Directors	5,673.39	5,217.61	455.78	8.74%
Capital Outlay >\$5K	444,239.09	-	444,239.09	100.00%
Contractual Svcs	2,269,385.99	937,001.35	1,332,384.64	142.20%
Emergency Resp	36,498.25	39,880.62	(3,382.37)	-8.48%
Inventory	299,387.58	258,356.44	41,031.14	15.88%
Supplies	851,650.60	1,080,614.18	(228,963.58)	-21.19%
Travel - Domestic	49,453.14	91,139.08	(41,685.94)	-45.74%
Travel - Foreign	10,659.91	26,812.70	(16,152.79)	-60.24%
Utilities	1,654,801.08	1,338,359.98	316,441.10	23.64%
Other Direct Costs	264,416.09	92,134.08	172,282.01	186.99%
Unallow/Unbill Costs	305,852.15	235,157.21	70,694.94	30.06%
TOTAL DIRECT COSTS	12,758,087.32	10,410,478.83	2,347,608.49	22.55%
INDIRECT COSTS				
Fringe Benefits	2,910,217.54	2,701,417.67	208,799.87	7.73%
Overhead	3,129,235.51	2,727,647.50	401,588.01	14.72%
TOTAL INDIRECT COSTS	6,039,453.05	5,429,065.17	610,387.88	11.24%
GROSS PROFIT	(1,872,262.11)	13,313,645.59	(15,185,907.70)	-114.06%
OTHER INCOME				
Water Treatment	150,092.08	184,250.84	(34,158.76)	-18.54%
Miscellaneous Income	93,549.63	72,316.51	21,233.12	29.36%
Other Operating Income	-	11,452.42	(11,452.42)	-100.00%
TOTAL OTHER INCOME	243,641.71	268,019.77	(24,378.06)	-9.10%
OTHER EXPENSES				
Loss(Gain) on Sale of FA	3,989.67	-	3,989.67	100.00%
Reclass Incr Net Assets	(1,336,410.66)	(336,828.26)	(999,582.40)	296.76%
TOTAL OTHER EXPENSES	(1,332,420.99)	(336,828.26)	(995,592.73)	295.58%
NET INCOME	\$ (296,199.41)	\$ 13,918,493.62	\$ (14,214,693.03)	-102.13%

South Dakota Science & Technology Authority
Available Cash
5/31/2014

Cash Total Checking/Savings	\$ 582,893.00
Cash With State Treasurer	<u>\$ 29,460,754.00</u>
Total Cash	\$ 30,043,647.00
Less: Restricted Funds	
Indemnification & Mine Closure	<u>\$ (11,349,275.00)</u>
Total Cash (Not Restricted)	\$ 18,694,372.00
Less: Total Liabilities	<u>\$ (2,826,337.00)</u>
Available Cash	<u><u>\$ 15,868,035.00</u></u>

SDS&TA Operating Budget Summary FY13/14
Actual vs Budget
May 2014 & YTD

	\$ Over/Under				\$ Over/Under				
	Apr. 2014	Budget	Budget	% of Budget	Actual YTD	YTD Budget	Budget	% of Budget	% Remaining
100%									
SDSTA (Authority) Direct Charges									
Board of Directors	\$17,825.00	\$18,527.00	\$702.00	96.21%	\$199,382.00	\$220,833.00	\$21,451.00	90.29%	9.71%
Executive Office	\$29,770.00	\$26,574.00	-\$3,196.00	112.03%	\$330,241.00	\$331,687.00	\$1,446.00	99.56%	0.44%
Communications	\$16,630.00	\$12,755.00	-\$3,875.00	130.38%	\$146,491.00	\$136,802.00	-\$9,689.00	107.08%	-7.08%
Science Center E & O	\$4,037.00	\$700.00	-\$3,337.00	576.71%	\$17,235.00	\$21,422.00	\$4,187.00	80.45%	19.55%
Science Liaison	\$29.00	\$1,500.00	\$1,471.00	0.0%	\$13,403.00	\$16,520.00	\$3,117.00	81.13%	18.87%
Subtotal	\$68,291.00	\$60,056.00	-\$8,235.00	113.71%	\$706,752.00	\$727,264.00	\$20,512.00	97.18%	2.82%
Federal Funding - Direct Charges									
Fermi P.O. #609755 NEPA	\$14,214.00	\$11,522.00	-\$2,692.00	123.36%	\$127,034.00	\$131,612.00	\$4,578.00	96.52%	3.48%
Fermi P.O. #610998 HDR	\$0.00	\$0.00	\$0.00	0.0%	\$71,932.00	\$87,880.00	\$15,948.00	81.85%	18.15%
Fermi P.O. #610364 Staff Services	\$0.00	\$0.00	\$0.00	0.0%	\$99,807.00	\$99,321.00	-\$486.00	100.49%	-0.49%
Fermi P.O. #612213 ARUP	\$0.00	\$0.00	\$0.00	0.0%	\$257,061.00	\$263,990.00	\$6,929.00	97.38%	2.62%
Fermi P.O. #613525 Staff Services	\$33,958.00	\$27,407.00	-\$6,551.00	123.9%	\$117,998.00	\$107,114.00	-\$10,884.00	110.16%	-10.16%
Fermi P.O. #614807 Ph2 Geotech	\$295,219.00	\$300,000.00	\$4,781.00	98.41%	\$841,889.00	\$891,019.00	\$49,130.00	94.49%	5.51%
Fermi P.O. #614808 Rail-veyor	\$12,599.00	\$12,500.00	-\$99.00	100.79%	\$48,882.00	\$37,500.00	-\$11,382.00	130.35%	-30.35%
CWR P.O. #228814 G2LZ	\$0.00	\$0.00	\$0.00	0.0%	\$128,056.00	\$130,234.00	\$2,178.00	98.33%	1.67%
LBNL LUX C#6973786	\$13,394.00	\$13,408.00	\$14.00	99.90%	\$135,304.00	\$146,600.00	\$11,296.00	92.29%	7.71%
LBNL Operations C#6994297	\$1,207,871.00	\$848,088.00	-\$359,783.00	142.42%	\$10,191,149.00	\$9,581,966.00	-\$609,183.00	106.36%	-6.36%
LBNL LUX/Zeplin C#7093667	\$17,676.00	\$13,571.00	-\$4,105.00	130.25%	\$34,508.00	\$40,098.00	\$5,590.00	86.06%	13.94%
MJD (Majorana) # 5-4473	\$1,933.00	\$2,000.00	\$67.00	96.65%	\$18,766.00	\$25,540.00	\$6,774.00	73.48%	26.52%
CUBED - USD	\$230.00	\$500.00	\$270.00	46.0%	\$2,532.00	\$5,500.00	\$2,968.00	46.04%	53.96%
UND F#202041	\$0.00	\$0.00	\$0.00	0.0%	\$48,653.00	\$53,146.00	\$4,493.00	91.55%	8.45%
U. of Minn. DUGL#A003778902	\$3,023.00	\$4,000.00	\$977.00	75.58%	\$3,023.00	\$4,000.00	\$977.00	75.58%	24.43%
Subtotal	\$1,600,117.00	\$1,232,996.00	-\$367,121.00	129.78%	\$12,126,594.00	\$11,605,520.00	-\$521,074.00	104.49%	-4.49%
Indirect Expenses									
Indirect Charges Personnel	\$94,434.00	\$101,732.00	\$7,298.00	92.83%	\$973,107.00	\$974,309.00	\$1,202.00	99.88%	0.12%
Indirect Charges Other	\$210,473.00	\$216,182.00	\$5,709.00	97.36%	\$2,434,740.00	\$2,337,188.00	-\$97,552.00	104.17%	-4.17%
Subtotal	\$304,907.00	\$317,914.00	\$13,007.00	95.91%	\$3,407,847.00	\$3,311,497.00	-\$96,350.00	102.91%	-2.91%
Totals	\$1,973,315.00	\$1,610,966.00	-\$362,349.00	122.49%	\$16,241,193.00	\$15,644,281.00	-\$596,912.00	103.82%	-3.82%

SDSTA CAPEX Budget Summary FY13/14
Actual vs Budget
May 2014 & YTD

Budget Area	Actual Month	FY2014 Monthly Budget	\$ Over/Under Budget	% of Budget	Actual YTD	FY2014 YTD Budget	\$ Over/Under Budget	% of Budget	% Remaining
									100.00%
Operational CAPEX	\$ 947,799.00	\$ 1,416,604.00	\$ 468,805.00	66.91%	\$ 8,221,811.88	\$ 18,544,082.00	\$ 10,322,270.12	44.34%	55.66%
TOTAL CAPEX	\$ 947,799.00	\$ 1,416,604.00	\$ 468,805.00	66.91%	\$ 8,221,811.88	\$ 18,544,082.00	\$ 10,322,270.12	44.34%	55.66%

SD Science & Technology Authority
Operational CAPEX Budget
Monthly Actual vs Budget

Project #	Project Description	May-14	Budget	\$ Over/UnderBudget	% of Budget
CAP2012-09	Ross Shaft Equipment/Tools	\$ 13,614.61	\$ 16,000.00	\$ 2,385.39	85.09%
CAP2012-13	Water/Hazard Mitigation Work	\$ 157,977.99	\$ 165,000.00	\$ 7,022.01	0.00%
CAP2012-27	Ross Shaft Furnishings Repl.M&S	\$ 195,397.58	\$ 190,728.00	\$ (4,669.58)	102.45%
CAP2012-28	Work Decks	\$ -	\$ -	\$ -	0.00%
CAP2012-32	SDSTA Personnel	\$ 256,319.45	\$ 275,024.00	\$ 18,704.55	93.20%
CAP2013-03	Bolter - Haz. Mit.	\$ -	\$ -	\$ -	0.00%
CAP2013-04	IT Server Backup Power	\$ -	\$ -	\$ -	0.00%
CAP2013-06	Yates Shaft Improvements	\$ 32,335.06	\$ 25,000.00	\$ (7,335.06)	129.34%
CAP2013-07	Hoist Standby Generator	\$ -	\$ -	\$ -	0.00%
CAP2014-01	Sanford Visitor Center Design	\$ 70,898.33	\$ 293,402.00	\$ 222,503.67	24.16%
CAP2014-02	Xenon Gas	\$ -	\$ -	\$ -	0.00%
CAP2014-03	Iron House Roof	\$ -	\$ -	\$ -	0.00%
CAP2014-04	Surface Lab Roof	\$ -	\$ -	\$ -	0.00%
CAP2014-05	CASPAR Experiment Development	\$ -	\$ 144,450.00	\$ 144,450.00	0.00%
CAP2014-06	BHSU Jonas Science Building Renovation	\$ -	\$ -	\$ -	0.00%
CAP2014-07	Davis Campus HVAC Augment System	\$ 176,782.58	\$ 169,000.00	\$ (7,782.58)	104.61%
CAP2014-08	Yates/Ross Crusher Room Roofs	\$ -	\$ -	\$ -	0.00%
CAP2014-09	CASPAR Facility Development	\$ 31,874.65	\$ 125,000.00	\$ 93,125.35	25.50%
CAP2014-10	Waste Rock Conveyor System Design	\$ 12,598.75	\$ 13,000.00	\$ 401.25	96.91%
CAP2014-11	LBCF Low Background Counting Fac.Dev.	\$ -	\$ -	\$ -	0.00%
Monthly Totals		\$ 947,799.00	\$ 1,416,604.00	\$ 468,805.00	66.91%

SD Science & Technology Authority
Operational CAPEX Budget
YTD FY2014 Actual vs Budget

Project #	Project Description	May YTD 2014	FY2014 Budget	\$ Over/UnderBudget	% of Budget	% Remaining
						100%
CAP2012-09	Ross Shaft Equipment/Tools	\$141,962.37	\$ 200,000.00	\$ 58,037.63	70.98%	29.02%
CAP2012-13	Water/Hazard Mitigation Work	\$349,908.29	\$ 500,000.00	\$ 150,091.71	69.98%	30.02%
CAP2012-27	Ross Shaft Furnishings Repl.M&S	\$3,917,650.09	\$ 4,731,847.00	\$ 814,196.91	82.79%	17.21%
CAP2012-28	Work Decks	\$3,552.00	\$ 150,000.00	\$ 146,448.00	2.37%	97.63%
CAP2012-32	SDSTA Personnel	\$1,980,395.62	\$ 2,317,882.00	\$ 337,486.38	85.44%	14.56%
CAP2013-03	Bolter - Haz. Mit.	\$157,984.28	\$ 150,510.33	\$ (7,473.95)	104.97%	-4.97%
CAP2013-04	IT Server Backup Power	\$34,772.04	\$ 30,000.00	\$ (4,772.04)	115.91%	-15.91%
CAP2013-06	Yates Shaft Improvements	\$164,231.05	\$ 300,000.00	\$ 135,768.95	54.74%	45.26%
CAP2013-07	Hoist Standby Generator	\$0.00	\$ 4,964.00	\$ 4,964.00	0.00%	100.00%
CAP2014-01	Sanford Visitor Center Design/Constr.	\$372,196.29	\$ 5,000,000.00	\$ 4,627,803.71	7.44%	92.56%
CAP2014-02	Xenon Gas	\$332,854.78	\$ 400,000.00	\$ 67,145.22	83.21%	16.79%
CAP2014-03	Iron House Roof	\$39,878.67	\$ 39,878.67	\$ -	100.00%	0.00%
CAP2014-04	Surface Lab Roof	\$0.00	\$ 69,000.00	\$ 69,000.00	0.00%	100.00%
CAP2014-05	CASPAR Experiment Development	\$1,753.46	\$ 1,000,000.00	\$ 998,246.54	0.18%	99.82%
CAP2014-06	BHSU Jonas Science Building Renovation	\$0.00	\$ 2,500,000.00	\$ 2,500,000.00	0.00%	100.00%
CAP2014-07	Davis Campus HVAC Augment System	\$464,587.02	\$ 530,000.00	\$ 65,412.98	87.66%	12.34%
CAP2014-08	Yates/Ross Crusher Room Roofs	\$0.00	\$ -	\$ -		
CAP2014-09	CASPAR Facility Development	\$211,129.84	\$ 500,000.00	\$ 288,870.16	42.23%	57.77%
CAP2014-10	Waste Rock Conveyor System Design	\$48,956.08	\$ 70,000.00	\$ 21,043.92	69.94%	30.06%
CAP2014-11	LBCF Low Background Counting Fac.Dev.	\$ -	\$ 50,000.00	\$ 50,000.00	0.00%	100.00%
	Totals	\$ 8,221,811.88	\$ 18,544,082.00	\$ 10,322,270.12	44.34%	55.66%

Deleted or Completed Projects for FY14

Source/WBS	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14
SDSTA	4.20	3.20	3.20	2.40	2.40	2.40	2.40	2.40	2.40	2.10	2.10	2.10
Administration	1.50	1.50	1.50	0.50	0.50	0.50	0.50	0.50	0.50	0.40	0.40	0.40
Communication	2.70	1.70	1.70	1.90	1.90	1.90	1.90	1.90	1.90	1.70	1.70	1.70
DOE OPERATIONS	74.83	74.83	74.83	73.83	74.83	74.33	76.93	78.43	78.93	79.93	79.93	79.93
Administration	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
EHS	5.00	5.00	5.00	5.00	6.00	7.00	8.00	8.00	8.00	9.00	9.00	9.00
Engineering	4.43	4.43	4.43	4.43	4.43	4.43	4.53	4.53	4.53	4.53	4.53	4.53
Science	3.65	3.65	3.65	3.65	3.65	3.65	3.65	3.65	3.65	3.65	3.65	3.65
Operations												
Cyberinfrastructure	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25	2.25
Davis Campus	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Dewatering	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Electrical Power Distribution	3.00	3.00	3.00	3.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Equipment Maint	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Hazard Mitigation	6.00	6.00	6.00	6.00	6.00	4.00	4.00	5.50	6.00	6.00	6.00	6.00
Ops Management	4.00	4.00	4.00	4.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
Ross Shaft	14.93	14.93	14.93	14.93	14.93	14.93	14.93	14.93	14.93	14.93	14.93	14.93
Surface	5.93	5.93	5.93	5.93	5.93	6.43	6.93	6.93	6.93	6.93	6.93	6.93
Ventilation	0.51	0.51	0.51	0.51	0.51	0.51	0.51	0.51	0.51	0.51	0.51	0.51
WTP	5.20	5.20	5.20	5.20	5.20	5.20	5.20	5.20	5.20	5.20	5.20	5.20
Yates Shaft	12.93	12.93	12.93	12.93	11.93	11.93	12.93	12.93	12.93	12.93	12.93	12.93
Operations Development	2.00	2.00	2.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SDSTA CAPEX	31.00	31.00	31.00	29.00	28.00	27.25	30.25	30.25	30.25	25.35	25.35	25.35
GEN 2 LZ	0.75	0.75	0.75	0.75	0.75	1.25	1.25	1.25	1.25	1.25	1.25	1.25
LBNE DESIGN	1.44	1.44	1.44	1.44	1.44	3.69	3.69	2.39	1.89	1.89	1.89	1.89
LBNE NEPA	1.30	1.30	1.30	1.10	1.10	1.10	1.10	1.10	1.10	1.30	1.30	1.30
LUX OPERATIONS	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60
CASPAR	0.32	0.32	0.32	0.32	0.32	0.32						
DUGL								0.75	0.75	0.75	0.75	0.75
INDIRECT	13.10	13.10	13.10	13.10	13.10	13.10	13.10	13.10	13.10	13.10	13.10	13.10
Grand Total	127.54	126.54	126.54	122.54	122.54	124.04	129.32	130.27	130.27	126.27	126.27	126.27

**SDSTA Staffing Plan by Funding Source
May 31, 2014**

Memorandum of Understanding
between
Homestake Visitor Center, Inc. and Lead Area Chamber of Commerce, Inc.
and
the South Dakota Science and Technology Authority
concerning
the Creation and Operation of the Sanford Lab Homestake Visitor Center

May 30, 2014

I. Introduction

Homestake Visitor Center, Inc. and its facility (collectively “HVC”) at Lead, South Dakota exists for purposes of promoting tourism, economic development, and education. Lead Area Chamber of Commerce, Inc. (LACC) operates the HVC. The HVC and the LACC are distinct organizations and corporations organized under South Dakota law, but are governed by a common Board of Directors.

The South Dakota Science and Technology Authority (SDSTA) is authorized by state statute to oversee the construction and operation of the Sanford Underground Research Facility, also known as Sanford Lab. The Sanford Lab has been established at the former Homestake Gold Mine at Lead, South Dakota for purposes of scientific research and education.

The HVC, LACC, and SDSTA have been partners in communicating the story of the Sanford Lab since 2007.

This Memorandum of Understanding (MOU) provides for the transformation of the Homestake Visitor Center into the Sanford Lab Homestake Visitor Center and for its subsequent operation.

The mission of the Sanford Lab Homestake Visitor Center is, in a financially-sustainable way, to communicate the story of Lead's past, present, and future and to communicate the story of Sanford Lab and its science in a tasteful, professional and otherwise appropriate manner, and to provide an additional venue for education and outreach programs related to the science of the Sanford Lab. The HVC/LACC Executive Director and the SDSTA

Executive Director will work collaboratively to advance the mission of the Sanford Lab Homestake Visitor Center.

Although the Sanford Lab Homestake Visitor Center will play a role in Sanford Lab education and outreach related programs, the SDSTA will not infringe on the HVC/LACC ownership and management of the Sanford Lab Homestake Visitor Center. Except as otherwise provided herein, the SDSTA will not direct or manage the activities of the Sanford Lab Homestake Visitor Center.

The real estate upon which the Visitor Center is located, not including the easement granted by Homestake Mining Company of California, is described as follows: Lot 2A of Tract 3, Homestake Addition to the City of Lead, Lawrence County, South Dakota, as shown on Plat Document No. 2014-1674 and comprising 0.841 acres, more or less.

II. Terms and Conditions

A. Contingencies. The enforceability of this Agreement by either party is contingent upon the following conditions, any of which may be waived by agreement of the parties, being met to the reasonable satisfaction of the parties prior to the finalization and execution of the contract for construction:

1. The waiver and release by the Homestake Mining Company of California of the rights granted to it under the Quitclaim Deed, Easement and Agreement dated effective June 16, 1997, and recorded June 17, 1997, as Document 97-2256, to (a) explore and mine for minerals under the property owned by HVC; and (b) notice of and the ability to refuse to approve any sale by HVC to a third party.
2. The grant by Homestake of any necessary easements to facilitate construction of the facility to the design agreed to by the parties hereto.

B. Term

The term of this Agreement shall be 30 years; provided, however, that it may be terminated by either party upon 180 days advance written notice to the other party. Absent termination, upon the completion of the initial 30 year term, this Agreement shall automatically renew for subsequent terms of 10 years each, subject, however, to the right of either party to give notice of non-renewal or request modifications by written notice given at least 180 days prior to the date of automatic renewal. Anything in the foregoing to the contrary notwithstanding, if SDSTA is dissolved during the initial or any subsequent term of this Agreement, this Agreement shall terminate unless any successor to the mission of SDSTA agrees in writing to accept and become responsible for SDSTA's duties and obligations hereunder. In any event, the naming obligation set out below in subsection II.D.2 shall survive termination of this Agreement.

C. Responsibilities of the South Dakota Science and Technology Authority

1. SDSTA agrees to design and construct a new facility on the site of the current HVC. Demolition of the existing facility and construction of the new facility shall not commence unless and until SDSTA provides evidence reasonably acceptable to HVC/LACC that SDSTA has or will have sufficient funds to complete the project contemplated hereunder within the time described herein.
2. SDSTA assumes all responsibility and liability for design and construction; provided, however, that SDSTA shall have no responsibility or liability in the event of personal injury, property damage or death resulting from changes made by HVC/LACC, the failure of HVC/LACC to properly maintain the facility and the real estate upon which it will be located, and except as otherwise provided below in section VI; and further provided that any material changes to the building design and construction specifications attached hereto as Exhibit "A" and incorporated herein by this reference must be approved in writing by HVAC/LACC, which approval may not be unreasonably withheld.
3. SDSTA agrees to design and furnish the interior space, including exhibits and all communications, networking and security systems reasonably necessary for the facility.
4. SDSTA agrees to support periodic updates to the exhibit space over time and to support the implementation of educational programs within the building.
5. SDSTA agrees to exercise its reasonable best effort to commence demolition of the current HVC facility no sooner than July 1, 2014, and will work to provide beneficial occupancy of the new facility by June 1, 2015. Subject to the contingencies described above in Section II.A., should opening day of the facility be delayed beyond this date, SDSTA agrees to compensate HVC/LACC at a rate of \$1,500 per day for lost opportunity to generate revenue. The exhibit final completion date is not included in this provision.
6. The SDSTA will include the LACC/HVC Executive Director throughout the design and construction process as a representative so that the facility and the exhibits serve the needs of LACC, HVC and SDSTA.
7. SDSTA agrees that it will not suffer the attachment of any mechanics' or materialmen's liens against the subject real estate arising out of related to the work to be conducted by SDSTA hereunder, and that it will use its reasonable best efforts to obtain the release or satisfaction of any such liens as soon as possible. SDSTA agrees that it will require periodic lien waivers from all contractors working on the project, and a full, final and complete release from each contractor upon completion of the work.

8. SDSTA agrees that the contract for construction of the facility and all related construction contracts will include a requirement that the contractor provide workers compensation insurance coverage as required under South Dakota law, as well as liability insurance that names HVC and LACC as additional insureds and with a limit of liability of not less than \$1,000,000. SDSTA agrees to provide HVC and LACC with copies of the certificates of insurance evidencing these coverages prior to the commencement of construction.
9. SDSTA will see to the assignment of any facility construction, fixture and furnishing warranties and guarantees to HVC and LACC upon completion of the facility.

D. Responsibilities of the Homestake Visitor Center and the Lead Area Chamber of Commerce

1. The Sanford Lab Homestake Visitor Center shall be the property of and be operated by the HVC/LACC, subject only to the requirements and limitations set out in this Agreement.
2. HVC/LACC commits to name the facility the Sanford Lab Homestake Visitor Center, or a similar name agreed to by all parties, in association with the building in perpetuity. HVC/LACC acknowledge and agree that the name must comply with the requirements of the Gift Agreement between Mr. T. Denny Sanford and SDSTA, a copy of which has been provided to HVC/LACC. The terms of this subsection shall survive termination of this Agreement.
3. HVC/LACC will operate the facility within the Visitor Center mission as outlined in Section I. The HVC/LACC Executive Director and the SDSTA Executive Director will collaborate on significant exhibit changes that impact the Sanford Lab.
4. HVC/LACC commits to operate the Sanford Lab Homestake Visitor Center at no cost to the SDSTA.
5. HVC/LACC shall generate revenue by any means it deems fit, as long as such means are not in conflict with the Sanford Lab Homestake Visitor Center mission as communicated in Section I. Such means are expected to include retail sales, including materials associated with Sanford Lab, the charging of fees for services such as the current Trolley Tours, and for facility rentals. Facility rental fees are not considered general admission fees or fees for education programs as outlined in Section II.D.6. Anything in the foregoing to the contrary notwithstanding, nothing in this Agreement shall act to grant any merchandising rights of any kind or sort to HVC/LACC; any such merchandising rights shall be addressed in a separate agreement. For the

purposes of this Agreement, the term “merchandising rights” includes, but is not limited to, rights to use SDSTA, Sanford Lab or “Sanford” name or logo, or any images of any sort or in any form produced or owned by SDSTA, and further including any rights to names, images or other rights owned by any person or any entity conducting experiments at or in conjunction with Sanford Lab.

6. HVC/LACC agrees not to charge admission fees to visitors for general Visitor Center access or charge facility or access fees for education programs, receptions and similar activities sponsored by the SDSTA; provided, however, that SDSTA will upon receipt of appropriate documentation reimburse HVC/LACC for HVC/LACC’s actual costs incurred in connection with any such access for education programs, receptions or similar activities. Actual costs which may be recovered by HVC/LACC hereunder include but are not limited to janitorial services related to the event, snow removal for the event and any after-hours or overtime wages (and related benefits) payable to HVC/LACC employees in connection with opening and securing the facility.
7. HVC/LACC agrees that the facility will maintain reasonable hours of operation to accomplish the Visitor Center’s mission as outlined in Section I.
8. HVC/LACC agrees to operate the facility in manner consistent with the Visitor Center’s mission as set out above in Section I.
9. Nothing herein shall act to authorize or establish the terms and conditions for the conduct of Trolley Tours on SDSTA property; the terms and conditions of Trolley Tours on SDSTA property shall be set out in a separate agreement.

E. Communication – Representatives

1. HVC/LACC shall be given notice of, and be entitled to participate in, the pre-construction conference, all other construction conferences and the final post-construction walk-through/inspection of the facility.
2. The HVC/LACC will honor reasonable requests by SDSTA to participate in research and education evaluation studies of the Sanford Lab Homestake Visitor Center.
3. The HVC/LACC will honor reasonable requests by SDSTA for attendance data to be shared with review panels, governing boards, funding agencies, or donors.
4. SDSTA’s designated representative hereunder shall be the Executive Director or such other person as the Executive Director may designate in a writing delivered to HVC/LACC’s designated representative. HVC/LACC’s designated representative shall be its Executive Director, or such other person

as Executive Director may designate in a writing delivered to SDSTA's designated representative.

IV. Continuity of Operations

The parties agree to engage in good faith negotiation to resolve any disputes that may arise regarding construction, outfitting, and operation of the Sanford Lab Homestake Visitor Center.

If HVC/LACC ceases to exist or if it wishes to dissolve the partnership with the SDSTA to operate the Visitor Center, then the SDSTA has the option to take ownership of the facility and continue its operation. This section shall survive termination of this Agreement.

V. Amendments

This Agreement may only be amended by the written agreement of the parties.

VI. Indemnification - Release and Waiver - Insurance

The following provisions shall survive termination of this Agreement for any reason:

A. Except as otherwise provided below in subsection VI.D, nothing in this Agreement shall be construed as creating an obligation of any party to indemnify another for liabilities of a party or third persons, arising out of and during this Agreement. Liability for actions from the conduct or omissions of the parties, their employees, agents, contractors, assigns or third persons, arising out of and associated with this Agreement shall be determined according to applicable law, subject to all available defenses and immunities.

B. Each party shall maintain liability insurance with insurers and limits of liability reasonably-acceptable to the other, and shall upon request provide of said insurance to the other party. The insurance required by this subsection shall, to the fullest extent available at reasonable rates, include coverage for the indemnification obligations set out in this section VI.

C. Anything in the foregoing to contrary notwithstanding, and except as otherwise provided below in subsection VI.D., SDSTA agrees that the contract for construction of the facility and all related construction contracts will include a clause, with terms consistent with industry standards, whereby the contractor will agree to indemnify and hold HVC and LACC harmless from any against claims arising out or related to the construction of the facility that are in whole or in part the result of the acts or omissions of the contractor or its subcontractors, agents or other representatives.


D. HVC and LACC hereby release and jointly and severally agree to indemnify and hold SDSTA and the State of South Dakota and their past, present and future officers, directors, employees, agents, consultants and representatives harmless from and against any and all claims and liability, including but not limited to attorney fees and other related costs of defense, in the event a claim or cause of action based in tort, contract or otherwise is brought against SDSTA, the State of South Dakota, or their past, present and future officers, directors, employees, agents, consultants and representatives, in which it is alleged that any personal injury, property damage or death included in the claim or cause of action resulted from horizontal or vertical movement of the site upon which the new facility will be constructed, such indemnification to include a reasonable attorney fee, reasonable expert witness fees and other related costs of defense. HVC and LACC acknowledge receipt of a true and complete copy of the Terracon Consultants, Inc., dated February 26, 2014, and further acknowledge that they are aware of, and have made appropriate inquiry concerning, the site movement described in the report.

E. In the event TSP, Inc., Albertson Engineering, Inc., the Construction Manager, Ainsworth-Benning, and its subcontractors, or any other party makes any claim or files suit against SDSTA, the State of South Dakota or any of SDSTA's or the State's their related indemnitees for post-construction horizontal or vertical movement of the site as described above, the indemnification required of HVC and LACC hereunder shall be first and primary, meaning that the obligation to provide and pay for a defense and to pay any settlements or amounts awarded shall rest first with HVC and LACC (jointly and severally).

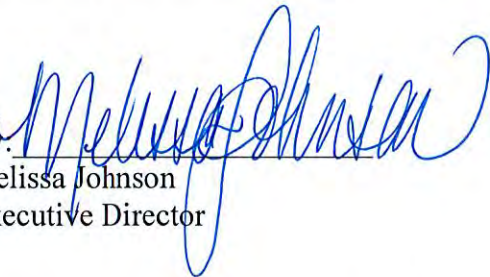
VII. Signatures

The undersigned have agreed to fulfill to the best of their abilities the terms of this Memorandum of Understanding between HVC, LACC, and SDSTA. These signatures confirm that the respective Boards of Directors for the HVC/LACC and the SDSTA have approved this MOU.

South Dakota Science and
Technology Authority

By: 
Mike Headley
Executive Director

Homestake Visitor Center, Inc.

By: 
Melissa Johnson
Executive Director

Lead Area Chamber of Commerce, Inc.

By: 
Melissa Johnson
Executive Director



Financial Report – Mr. Mike Headley

The Financial Report includes the following:

- A. Review Financial Summaries – attached
- B. FY 2015 Budgets – attached

Recommended Action:

Motion to approve financial report and approve FY 2105 budgets.

DIVISION: ALL

BALANCE SHEET

ASSETS

AS OF
05/31/14

CURRENT ASSETS

First Interstate Checking	\$	524,811.53
First Interstate Other		58,081.62

Total in Local Checking		582,893.15
SD Treas: Indemnification		10,000,000.00
SD Treas: Mine Closure		1,349,275.35
SD Treas: Sanford		2,843,598.40
SD Treas: Sanford Gift #2		15,267,880.00

Total with SD Treasurer		29,460,753.75
Billed A/R		2,030,441.73
Unbilled A/R		2,154.17
Other A/R		306,187.47
Inventory - Supplies		2,702,464.79
Inventory - Warehouse		375,819.08
Other Current Assets		342,582.30

Total Current Assets		35,803,296.44

FIXED ASSETS

Land, Underground & Other		12,353,375.03
Bldgs & Infrastructure		8,881,327.62
Improvements		43,535,690.13
Computer Equipment		362,464.95
Equipment & Fixtures		8,699,310.03
Accum Depr & Amort		(7,173,619.84)

Total Fixed Assets		66,658,547.92

OTHER ASSETS

Work in Process		5,393,544.40
Equipment - Capital Lease		649,975.22

Total Other Assets		6,043,519.62

TOTAL ASSETS

\$ 108,505,363.98

=====
=====
=====

DIVISION: ALL

BALANCE SHEET

LIABILITIES & EQUITY

AS OF
05/31/14

CURRENT LIABILITIES		
Accounts Payable	\$	1,502,072.22
Other Payables		10,027.86

Total Accounts Payable		1,512,100.08
Accrued Payroll Liab		664,261.94

Total Current Liabilities		2,176,362.02
OTHER LIABILITIES		
LT Accrued EB/Lease		649,975.22

Total Other Liabilities		649,975.22
STOCKHOLDER'S EQUITY		
Restricted: Indemnificati		10,000,000.00
Restricted: Sanford		2,843,598.40
Restricted: Mine Closure		1,349,275.35
Restricted: Sanford Gift2		15,267,880.00

Total Restricted Funds		29,460,753.75
Investment in Gen FA		66,658,547.92
Unrestricted Funds		9,559,725.07

Total Equity		105,679,026.74
TOTAL LIABILITIES & EQUITY		
	\$	=====
		108,505,363.98
		=====

ALL

STATEMENT OF INCOME

FOR THE PERIOD ENDING 05/31/14

	YR-TO-DATE

REVENUE	
DOE Subcontracts	\$ 14,448,974.00
NSF Subcontracts	209,562.97
State Revenue	2,003,155.59
Contributions & Donations	30,000.00
Checking Interest	62.08
Interest Income	233,523.62

	16,925,278.26
DIRECT COSTS	
Direct Labor	6,537,946.55
ERT Labor	28,123.50
Board of Directors	5,673.39
Capital Outlay >\$5K	444,239.09
Contractual Svcs	2,269,385.99
Emergency Resp	36,498.25
Inventory	299,387.58
Supplies	851,650.60
Travel - Domestic	49,453.14
Travel - Foreign	10,659.91
Utilities	1,654,801.08
Other Direct Costs	264,416.09
Unallow/Unbill Costs	305,852.15

	12,758,087.32
INDIRECT COSTS	
Fringe Benefits	2,910,217.54
Overhead	3,129,235.51

	6,039,453.05
GROSS PROFIT FROM OPERATIONS	(1,872,262.11)

OTHER INCOME	
Water Treatment	150,092.08
Miscellaneous Income	93,549.63

	243,641.71
OTHER EXPENSES	
Loss(Gain) on Sale of FA	3,989.67
Reclass Incr Net Assets	(1,336,410.66)

	(1,332,420.99)
NET INCOME	=====
	(296,199.41)
	=====

DIVISION: ALL COMPARATIVE BALANCE SHEET

ASSETS

	AS OF 05/31/14	AS OF 05/31/13	\$ CHANGE	% CHANGE
CURRENT ASSETS				
First Interstate Checking	\$ 524,811.53	\$ 280,485.17	\$ 244,326.36	87.11%
First Interstate Other	58,081.62	9,232.88	48,848.74	529.07%
	-----	-----	-----	-----
Total in Local Checking	582,893.15	289,718.05	293,175.10	101.19%
SD Treas: Indemnification	10,000,000.00	10,000,000.00	-	0.00%
SD Treas: Mine Closure	1,349,275.35	1,329,564.20	19,711.15	1.48%
SD Treas: Sanford	2,843,598.40	4,901,759.33	(2,058,160.93)	-41.99%
SD Treas: Sanford Gift #2	15,267,880.00	20,000,000.00	(4,732,120.00)	-23.66%
	-----	-----	-----	-----
Total with SD Treasurer	29,460,753.75	36,231,323.53	(6,770,569.78)	-18.69%
Billed A/R	2,030,441.73	1,230,940.34	799,501.39	64.95%
Unbilled A/R	2,154.17	(360.05)	2,514.22	-698.30%
Other A/R	306,187.47	920,393.47	(614,206.00)	-66.73%
Inventory - Supplies	2,702,464.79	2,977,011.92	(274,547.13)	-9.22%
Inventory - Warehouse	375,819.08	62,432.21	313,386.87	501.96%
Other Current Assets	342,582.30	255,390.12	87,192.18	34.14%
	-----	-----	-----	-----
Total Current Assets	35,803,296.44	41,966,849.59	(6,163,553.15)	-14.69%
FIXED ASSETS				
Land, Underground & Other	12,353,375.03	12,353,375.03	-	0.00%
Bldgs & Infrastructure	8,881,327.62	8,881,327.62	-	0.00%
Improvements	43,535,690.13	40,691,246.68	2,844,443.45	6.99%
Computer Equipment	362,464.95	357,294.53	5,170.42	1.45%
Equipment & Fixtures	8,699,310.03	8,048,540.20	650,769.83	8.09%
Accum Depr & Amort	(7,173,619.84)	(5,505,197.40)	(1,668,422.44)	30.31%
	-----	-----	-----	-----
Total Fixed Assets	66,658,547.92	64,826,586.66	1,831,961.26	2.83%
OTHER ASSETS				
Work in Process	5,393,544.40	2,441,023.13	2,952,521.27	120.95%
Equipment - Capital Lease	649,975.22	-	649,975.22	100.00%
	-----	-----	-----	-----
Total Other Assets	6,043,519.62	2,441,023.13	3,602,496.49	147.58%
	-----	-----	-----	-----
TOTAL ASSETS	\$ 108,505,363.98	\$ 109,234,459.38	(729,095.40)	-0.67%

DIVISION: ALL

COMPARATIVE BALANCE SHEET

LIABILITIES & EQUITY

	AS OF 05/31/14	AS OF 05/31/13	\$CHANGE	% CHANGE
CURRENT LIABILITIES				
Accounts Payable	\$ 1,502,072.22	\$ 537,851.16	964,221.06	179.27%
Other Payables	10,027.86	5,761.73	4,266.13	74.04%
	-----	-----		-----
Total Accounts Payable	1,512,100.08	543,612.89	968,487.19	178.16%
Accrued Payroll Liab	664,261.94	715,343.79	(51,081.85)	-7.14%
	-----	-----		-----
Total Current Liabilities	2,176,362.02	1,258,956.68	917,405.34	72.87%
OTHER LIABILITIES				
LT Accrued EB/Lease	649,975.22	-	649,975.22	100.00%
	-----	-----		-----
Total Other Liabilities	649,975.22	-	649,975.22	100.00%
	-----	-----		-----
TOTAL LIABILITIES	2,826,337.24	1,258,956.68	1,567,380.56	124.50%
STOCKHOLDER'S EQUITY				
Restricted: Indemnificati	10,000,000.00	10,000,000.00	-	0.00%
Restricted: Sanford	2,843,598.40	4,901,759.33	(2,058,160.93)	-41.99%
Restricted: Mine Closure	1,349,275.35	1,329,564.20	19,711.15	1.48%
Restricted: Sanford Gift2	15,267,880.00	20,000,000.00	(4,732,120.00)	-23.66%
	-----	-----		-----
Total Restricted Funds	29,460,753.75	36,231,323.53	(6,770,569.78)	-18.69%
Investment in Gen FA	66,658,547.92	64,826,586.66	1,831,961.26	2.83%
Unrestricted Funds	9,559,725.07	6,917,592.51	2,642,132.56	38.19%
	-----	-----		-----
TOTAL EQUITY	105,679,026.74	107,975,502.70	(2,296,475.96)	-2.13%
	=====	=====		=====
TOTAL LIABILITIES & EQUITY	\$ 108,505,363.98	\$ 109,234,459.38	(729,095.40)	-0.67%
	=====	=====		=====

DIVISION: ALL

COMPARATIVE STATEMENT OF INCOME

FOR THE PERIOD ENDING 05/31/14

	YEAR TO DATE	PRIOR YEAR TO DATE	\$ CHANGE	% CHANGE
REVENUE				
DOE Subcontracts	\$ 14,448,974.00	\$ 12,729,378.97	\$ 1,719,595.03	13.51%
NSF Subcontracts	209,562.97	510,161.09	(300,598.12)	-58.92%
State Revenue	2,003,155.59	252,819.78	1,750,335.81	692.33%
Contributions & Donations	30,000.00	15,000,000.00	(14,970,000.00)	-99.80%
Checking Interest	62.08	221.75	(159.67)	-72.00%
Interest Income	233,523.62	660,608.00	(427,084.38)	-64.65%
TOTAL REVENUE	16,925,278.26	29,153,189.59	(12,227,911.33)	-41.94%
DIRECT COSTS				
Direct Labor	6,537,946.55	6,278,380.58	259,565.97	4.13%
ERT Labor	28,123.50	27,425.00	698.50	2.55%
Board of Directors	5,673.39	5,217.61	455.78	8.74%
Capital Outlay >\$5K	444,239.09	-	444,239.09	100.00%
Contractual Svcs	2,269,385.99	937,001.35	1,332,384.64	142.20%
Emergency Resp	36,498.25	39,880.62	(3,382.37)	-8.48%
Inventory	299,387.58	258,356.44	41,031.14	15.88%
Supplies	851,650.60	1,080,614.18	(228,963.58)	-21.19%
Travel - Domestic	49,453.14	91,139.08	(41,685.94)	-45.74%
Travel - Foreign	10,659.91	26,812.70	(16,152.79)	-60.24%
Utilities	1,654,801.08	1,338,359.98	316,441.10	23.64%
Other Direct Costs	264,416.09	92,134.08	172,282.01	186.99%
Unallow/Unbill Costs	305,852.15	235,157.21	70,694.94	30.06%
TOTAL DIRECT COSTS	12,758,087.32	10,410,478.83	2,347,608.49	22.55%
INDIRECT COSTS				
Fringe Benefits	2,910,217.54	2,701,417.67	208,799.87	7.73%
Overhead	3,129,235.51	2,727,647.50	401,588.01	14.72%
TOTAL INDIRECT COSTS	6,039,453.05	5,429,065.17	610,387.88	11.24%
GROSS PROFIT	(1,872,262.11)	13,313,645.59	(15,185,907.70)	-114.06%
OTHER INCOME				
Water Treatment	150,092.08	184,250.84	(34,158.76)	-18.54%
Miscellaneous Income	93,549.63	72,316.51	21,233.12	29.36%
Other Operating Income	-	11,452.42	(11,452.42)	-100.00%
TOTAL OTHER INCOME	243,641.71	268,019.77	(24,378.06)	-9.10%
OTHER EXPENSES				
Loss(Gain) on Sale of FA	3,989.67	-	3,989.67	100.00%
Reclass Incr Net Assets	(1,336,410.66)	(336,828.26)	(999,582.40)	296.76%
TOTAL OTHER EXPENSES	(1,332,420.99)	(336,828.26)	(995,592.73)	295.58%
NET INCOME	\$ (296,199.41)	\$ 13,918,493.62	\$ (14,214,693.03)	-102.13%

South Dakota Science & Technology Authority
Available Cash
5/31/2014

Cash Total Checking/Savings	\$ 582,893.00
Cash With State Treasurer	<u>\$ 29,460,754.00</u>
Total Cash	\$ 30,043,647.00
Less: Restricted Funds	
Indemnification & Mine Closure	<u>\$ (11,349,275.00)</u>
Total Cash (Not Restricted)	\$ 18,694,372.00
Less: Total Liabilities	<u>\$ (2,826,337.00)</u>
Available Cash	<u><u>\$ 15,868,035.00</u></u>

SDS&TA Operating Budget Summary FY13/14
Actual vs Budget
May 2014 & YTD

	\$ Over/Under				\$ Over/Under				
	Apr. 2014	Budget	Budget	% of Budget	Actual YTD	YTD Budget	Budget	% of Budget	% Remaining
100%									
SDSTA (Authority) Direct Charges									
Board of Directors	\$17,825.00	\$18,527.00	\$702.00	96.21%	\$199,382.00	\$220,833.00	\$21,451.00	90.29%	9.71%
Executive Office	\$29,770.00	\$26,574.00	-\$3,196.00	112.03%	\$330,241.00	\$331,687.00	\$1,446.00	99.56%	0.44%
Communications	\$16,630.00	\$12,755.00	-\$3,875.00	130.38%	\$146,491.00	\$136,802.00	-\$9,689.00	107.08%	-7.08%
Science Center E & O	\$4,037.00	\$700.00	-\$3,337.00	576.71%	\$17,235.00	\$21,422.00	\$4,187.00	80.45%	19.55%
Science Liaison	\$29.00	\$1,500.00	\$1,471.00	0.0%	\$13,403.00	\$16,520.00	\$3,117.00	81.13%	18.87%
Subtotal	\$68,291.00	\$60,056.00	-\$8,235.00	113.71%	\$706,752.00	\$727,264.00	\$20,512.00	97.18%	2.82%
Federal Funding - Direct Charges									
Fermi P.O. #609755 NEPA	\$14,214.00	\$11,522.00	-\$2,692.00	123.36%	\$127,034.00	\$131,612.00	\$4,578.00	96.52%	3.48%
Fermi P.O. #610998 HDR	\$0.00	\$0.00	\$0.00	0.0%	\$71,932.00	\$87,880.00	\$15,948.00	81.85%	18.15%
Fermi P.O. #610364 Staff Services	\$0.00	\$0.00	\$0.00	0.0%	\$99,807.00	\$99,321.00	-\$486.00	100.49%	-0.49%
Fermi P.O. #612213 ARUP	\$0.00	\$0.00	\$0.00	0.0%	\$257,061.00	\$263,990.00	\$6,929.00	97.38%	2.62%
Fermi P.O. #613525 Staff Services	\$33,958.00	\$27,407.00	-\$6,551.00	123.9%	\$117,998.00	\$107,114.00	-\$10,884.00	110.16%	-10.16%
Fermi P.O. #614807 Ph2 Geotech	\$295,219.00	\$300,000.00	\$4,781.00	98.41%	\$841,889.00	\$891,019.00	\$49,130.00	94.49%	5.51%
Fermi P.O. #614808 Rail-veyor	\$12,599.00	\$12,500.00	-\$99.00	100.79%	\$48,882.00	\$37,500.00	-\$11,382.00	130.35%	-30.35%
CWR P.O. #228814 G2LZ	\$0.00	\$0.00	\$0.00	0.0%	\$128,056.00	\$130,234.00	\$2,178.00	98.33%	1.67%
LBNL LUX C#6973786	\$13,394.00	\$13,408.00	\$14.00	99.90%	\$135,304.00	\$146,600.00	\$11,296.00	92.29%	7.71%
LBNL Operations C#6994297	\$1,207,871.00	\$848,088.00	-\$359,783.00	142.42%	\$10,191,149.00	\$9,581,966.00	-\$609,183.00	106.36%	-6.36%
LBNL LUX/Zeplin C#7093667	\$17,676.00	\$13,571.00	-\$4,105.00	130.25%	\$34,508.00	\$40,098.00	\$5,590.00	86.06%	13.94%
MJD (Majorana) # 5-4473	\$1,933.00	\$2,000.00	\$67.00	96.65%	\$18,766.00	\$25,540.00	\$6,774.00	73.48%	26.52%
CUBED - USD	\$230.00	\$500.00	\$270.00	46.0%	\$2,532.00	\$5,500.00	\$2,968.00	46.04%	53.96%
UND F#202041	\$0.00	\$0.00	\$0.00	0.0%	\$48,653.00	\$53,146.00	\$4,493.00	91.55%	8.45%
U. of Minn. DUGL#A003778902	\$3,023.00	\$4,000.00	\$977.00	75.58%	\$3,023.00	\$4,000.00	\$977.00	75.58%	24.43%
Subtotal	\$1,600,117.00	\$1,232,996.00	-\$367,121.00	129.78%	\$12,126,594.00	\$11,605,520.00	-\$521,074.00	104.49%	-4.49%
Indirect Expenses									
Indirect Charges Personnel	\$94,434.00	\$101,732.00	\$7,298.00	92.83%	\$973,107.00	\$974,309.00	\$1,202.00	99.88%	0.12%
Indirect Charges Other	\$210,473.00	\$216,182.00	\$5,709.00	97.36%	\$2,434,740.00	\$2,337,188.00	-\$97,552.00	104.17%	-4.17%
Subtotal	\$304,907.00	\$317,914.00	\$13,007.00	95.91%	\$3,407,847.00	\$3,311,497.00	-\$96,350.00	102.91%	-2.91%
Totals	\$1,973,315.00	\$1,610,966.00	-\$362,349.00	122.49%	\$16,241,193.00	\$15,644,281.00	-\$596,912.00	103.82%	-3.82%

SDSTA CAPEX Budget Summary FY13/14
Actual vs Budget
May 2014 & YTD

Budget Area	Actual Month	FY2014 Monthly Budget	\$ Over/Under Budget	% of Budget	Actual YTD	FY2014 YTD Budget	\$ Over/Under Budget	% of Budget	% Remaining
									100.00%
Operational CAPEX	\$ 947,799.00	\$ 1,416,604.00	\$ 468,805.00	66.91%	\$ 8,221,811.88	\$ 18,544,082.00	\$ 10,322,270.12	44.34%	55.66%
TOTAL CAPEX	\$ 947,799.00	\$ 1,416,604.00	\$ 468,805.00	66.91%	\$ 8,221,811.88	\$ 18,544,082.00	\$ 10,322,270.12	44.34%	55.66%

SD Science & Technology Authority
Operational CAPEX Budget
Monthly Actual vs Budget

Project #	Project Description	May-14	Budget	\$ Over/UnderBudget	% of Budget
CAP2012-09	Ross Shaft Equipment/Tools	\$ 13,614.61	\$ 16,000.00	\$ 2,385.39	85.09%
CAP2012-13	Water/Hazard Mitigation Work	\$ 157,977.99	\$ 165,000.00	\$ 7,022.01	0.00%
CAP2012-27	Ross Shaft Furnishings Repl.M&S	\$ 195,397.58	\$ 190,728.00	\$ (4,669.58)	102.45%
CAP2012-28	Work Decks	\$ -	\$ -	\$ -	0.00%
CAP2012-32	SDSTA Personnel	\$ 256,319.45	\$ 275,024.00	\$ 18,704.55	93.20%
CAP2013-03	Bolter - Haz. Mit.	\$ -	\$ -	\$ -	0.00%
CAP2013-04	IT Server Backup Power	\$ -	\$ -	\$ -	0.00%
CAP2013-06	Yates Shaft Improvements	\$ 32,335.06	\$ 25,000.00	\$ (7,335.06)	129.34%
CAP2013-07	Hoist Standby Generator	\$ -	\$ -	\$ -	0.00%
CAP2014-01	Sanford Visitor Center Design	\$ 70,898.33	\$ 293,402.00	\$ 222,503.67	24.16%
CAP2014-02	Xenon Gas	\$ -	\$ -	\$ -	0.00%
CAP2014-03	Iron House Roof	\$ -	\$ -	\$ -	0.00%
CAP2014-04	Surface Lab Roof	\$ -	\$ -	\$ -	0.00%
CAP2014-05	CASPAR Experiment Development	\$ -	\$ 144,450.00	\$ 144,450.00	0.00%
CAP2014-06	BHSU Jonas Science Building Renovation	\$ -	\$ -	\$ -	0.00%
CAP2014-07	Davis Campus HVAC Augment System	\$ 176,782.58	\$ 169,000.00	\$ (7,782.58)	104.61%
CAP2014-08	Yates/Ross Crusher Room Roofs	\$ -	\$ -	\$ -	0.00%
CAP2014-09	CASPAR Facility Development	\$ 31,874.65	\$ 125,000.00	\$ 93,125.35	25.50%
CAP2014-10	Waste Rock Conveyor System Design	\$ 12,598.75	\$ 13,000.00	\$ 401.25	96.91%
CAP2014-11	LBCF Low Background Counting Fac.Dev.	\$ -	\$ -	\$ -	0.00%
Monthly Totals		\$ 947,799.00	\$ 1,416,604.00	\$ 468,805.00	66.91%

SD Science & Technology Authority
Operational CAPEX Budget
YTD FY2014 Actual vs Budget

Project #	Project Description	May YTD 2014	FY2014 Budget	\$ Over/UnderBudget	% of Budget	% Remaining
						100%
CAP2012-09	Ross Shaft Equipment/Tools	\$141,962.37	\$ 200,000.00	\$ 58,037.63	70.98%	29.02%
CAP2012-13	Water/Hazard Mitigation Work	\$349,908.29	\$ 500,000.00	\$ 150,091.71	69.98%	30.02%
CAP2012-27	Ross Shaft Furnishings Repl.M&S	\$3,917,650.09	\$ 4,731,847.00	\$ 814,196.91	82.79%	17.21%
CAP2012-28	Work Decks	\$3,552.00	\$ 150,000.00	\$ 146,448.00	2.37%	97.63%
CAP2012-32	SDSTA Personnel	\$1,980,395.62	\$ 2,317,882.00	\$ 337,486.38	85.44%	14.56%
CAP2013-03	Bolter - Haz. Mit.	\$157,984.28	\$ 150,510.33	\$ (7,473.95)	104.97%	-4.97%
CAP2013-04	IT Server Backup Power	\$34,772.04	\$ 30,000.00	\$ (4,772.04)	115.91%	-15.91%
CAP2013-06	Yates Shaft Improvements	\$164,231.05	\$ 300,000.00	\$ 135,768.95	54.74%	45.26%
CAP2013-07	Hoist Standby Generator	\$0.00	\$ 4,964.00	\$ 4,964.00	0.00%	100.00%
CAP2014-01	Sanford Visitor Center Design/Constr.	\$372,196.29	\$ 5,000,000.00	\$ 4,627,803.71	7.44%	92.56%
CAP2014-02	Xenon Gas	\$332,854.78	\$ 400,000.00	\$ 67,145.22	83.21%	16.79%
CAP2014-03	Iron House Roof	\$39,878.67	\$ 39,878.67	\$ -	100.00%	0.00%
CAP2014-04	Surface Lab Roof	\$0.00	\$ 69,000.00	\$ 69,000.00	0.00%	100.00%
CAP2014-05	CASPAR Experiment Development	\$1,753.46	\$ 1,000,000.00	\$ 998,246.54	0.18%	99.82%
CAP2014-06	BHSU Jonas Science Building Renovation	\$0.00	\$ 2,500,000.00	\$ 2,500,000.00	0.00%	100.00%
CAP2014-07	Davis Campus HVAC Augment System	\$464,587.02	\$ 530,000.00	\$ 65,412.98	87.66%	12.34%
CAP2014-08	Yates/Ross Crusher Room Roofs	\$0.00	\$ -	\$ -		
CAP2014-09	CASPAR Facility Development	\$211,129.84	\$ 500,000.00	\$ 288,870.16	42.23%	57.77%
CAP2014-10	Waste Rock Conveyor System Design	\$48,956.08	\$ 70,000.00	\$ 21,043.92	69.94%	30.06%
CAP2014-11	LBCF Low Background Counting Fac.Dev.	\$ -	\$ 50,000.00	\$ 50,000.00	0.00%	100.00%
	Totals	\$ 8,221,811.88	\$ 18,544,082.00	\$ 10,322,270.12	44.34%	55.66%

Deleted or Completed Projects for FY14

SDSTA Operating Budget Summary FY14/15

July 2014 - June 2015

		Sources of Revenue				
		Federal Funding	SDSTA Funds	Budget \$ FY14/15	Budget \$ FY13/14	Difference
Administration Budgets						
	Board of Directors		\$230,208	\$230,208	\$243,251	(\$13,043)
	Executive Office		\$284,944	\$284,944	\$273,506	\$11,438
	Communications		\$164,847	\$164,847	\$138,571	\$26,276
	Human Resources		\$0	\$0	\$0	\$0
	Finance		\$0	\$0	\$0	
	Information Technology (IT)		\$0	\$0	\$0	
***	Science Center E & O		\$32,190	\$32,190	\$33,557	(\$1,367)
	Subtotal		<u>\$712,189</u>	<u>\$712,189</u>	<u>\$688,885</u>	<u>\$23,304</u>
***	Science C.E & O (Approx. \$6300 from Chris B. Memorial)					
Sanford Laboratory Budgets						
	Science Liaison		\$24,380	\$24,380	\$18,000	\$6,380
	EH&S		\$0	\$0	\$0	
	Engineering		\$0	\$0	\$0	
	Operations & Maint.		\$0	\$0	\$0	
	Subtotal		<u>\$24,380</u>	<u>\$24,380</u>	<u>\$18,000</u>	<u>\$6,380</u>
	Total		<u>\$736,569</u>	<u>\$ 736,569</u>	<u>\$706,885</u>	<u>\$29,684</u>
Total Authority Operating Budgets			<u>\$0</u>	<u>\$ 736,569</u>	<u>\$706,885</u>	<u>\$29,684</u>
	Federal Funding & State GOED Funding	14,994,628		\$14,994,628	\$14,469,460	\$525,168
	CAPEX Budget 7/2014 - 6/2015 Additional Approval		\$ 9,147,015	\$ 9,147,015	\$18,544,082 w/adj.in theyear	\$(9,397,067)
	Total for Approval	<u>\$14,994,628</u>	<u>\$ 9,883,584</u>	<u>\$ 24,878,212</u>	<u>\$33,720,427</u>	<u>\$(8,842,215)</u>
	Approximate Carryover CAPEX Projects		\$ 7,853,392			
	Grand Total with Carryover		<u>\$ 17,736,976</u>			
					Total FTE	
					SDSTA Funds	30.75
					Other Funding	95.75
					Total FTE	<u>126.5</u>

SDSTA FY14/15 CAPEX Budget

5/10/2014

Proj. Mng	Project #	Project Description	New Proj.\$'s	<u>Estimated Carry Over</u>		Total Proj. \$'s	
				Proj.\$'s			
B. Pietzyk	CAP2012-13	Water/Hazard Mitigation Work	\$ 66,000	\$		\$ 66,000	
W. McElroy	CAP2012-27	Ross Shaft Furnishings Repl.M&S	\$ 4,600,000	\$		\$ 4,600,000	
W. McElroy	CAP2012-32	SDSTA Personnel	\$ 2,231,015	\$		\$ 2,231,015	
W. McElroy	CAP2013-06	Yates Shaft Improvements	\$ 300,000	\$		\$ 300,000	
				\$		\$ -	
J. Willhite	CAP2014-01	Sanford Visitor Center Development	\$	4,000,000	\$	4,000,000	\$1M Future Funds, Balance Sanf.G#2
M. Headley	CAP2014-02	Xenon Gas	\$	67,145	\$	67,145	
M. Headley	CAP2014-05	CASPAR Experiment Development	\$	998,247	\$	998,247	
M. Headley	CAP2014-06	BHSU Jonas Science Building Renovation	\$	2,500,000	\$	2,500,000	\$1M Future Funds,\$1M Sanf.G#2,\$500K need to raise
M. Headley	CAP2014-09	CASPAR/LBCF Facility Development	\$ 1,950,000	\$ 288,000	\$	2,238,000	
					\$	\$ -	
					\$	\$ -	
					\$	\$ -	
TOTAL ALL PROJECTS			\$ 9,147,015	\$ 7,853,392	\$	\$ 17,000,407	

CASPAR/LBCF Low Background Cnt.
 Facility Development have been combined
 LBCF CAP2014-11 eliminated

Review of Updated Policies - Mr. Mike Headley

Annual Review of SDSTA Policies and Procedures

- A. 2:3 Drug and Alcohol Testing (updated), 3:4 Invoice and Receipt Policy (updated),
4:15 Worksite Injury Reduction and Management (new)
- B. Conflict of Interest Policy (annual statements to be distributed and signed at board meeting)

Recommended Action:

Motion to approve policies as presented.

South Dakota Science & Technology Authority
Policies and Procedures Manual

SUBJECT: Drug & Alcohol Testing Policy

NUMBER: 2:3

The South Dakota Science and Technology Authority (~~SDSTA~~the “~~Authority~~”) recognizes the importance of protecting the health and safety of all its employees and wishes to provide a safe workplace free of risks created by alcohol and controlled substance abuse.

It is prohibited for employees to use alcohol or controlled substances while on duty. Controlled substances include those listed in Schedules I - V of the Controlled Substances Act, 21 U.S.C. § 812 and related federal regulations, 21C.F.R. §§ 1308.11-1308.15, as amended from time-to-time.

It is the responsibility of each employee to notify their supervisor when they are taking any prescription or over the counter medication that may impair the employee’s ability to perform the employee’s job duties safely and effectively. The employee’s supervisor may reassign job duties or temporarily relieve the employee from duty if the supervisor determines that use of the medicine may impair the employee’s ability to perform the employee’s job duties safely and effectively.

The ~~Authority-SDSTA~~ will require drug and alcohol testing under certain circumstances that include, but are not limited to: pre-employment testing, random testing, post-accident testing, and reasonable suspicion testing. The ~~Authority-SDSTA~~ shall establish formal procedures for the performance of each of these types of testing.

The ~~Authority-SDSTA~~ will make reasonable efforts to protect the confidentiality of private employee medical information provided; however, the ~~Authority-SDSTA~~ will release and disclose test results and other pertinent medical information as provided in this policy or as otherwise required by law.

Nothing in this policy shall be construed as creating a contract of employment or any right to notice and a hearing prior to termination or other disciplinary action. All employees of the ~~Authority-SDSTA~~ are employed on an at-will basis.

ACKNOWLEDGMENT OF ALCOHOL AND CONTROLLED SUBSTANCES POLICY:

I understand and agree to comply with the ~~AUTHORITY'S~~ ~~SDSTA'S~~ policy regarding alcohol and controlled substance use and/or abuse. I further understand that failure to comply with this policy will result in immediate dismissal from employment.

I also understand that the ~~AUTHORITY~~ ~~SDSTA~~ will pay for pre-employment, random, post-accident, and reasonable suspicion drug and alcohol testing.

Employee Name (printed): _____

Employee Signature: _____

Date: _____

Supervisor's Name (printed): _____

Supervisor's Signature: _____

Date: _____

South Dakota Science & Technology Authority
Policies and Procedures Manual

SUBJECT: Invoice and Receipt ~~Policy~~~~cedures~~

NUMBER: 3:4

When an invoice, receipt or purchase order is received it is date stamped by the employee designated as the Originator, included in the "Monthly Bills to Be Paid" file, and added to the list of bills and budgetary coding to be approved.

~~It is the Authority's policy to use pre-numbered purchase orders for contractual services under \$5,000 and for non-contractual items over \$1,000 except airline tickets. Purchase orders are approved by the Executive Director or Chief Financial Officer per policy 3:28 Delegation of Authority-Procurement.~~

The policy is to pay bills on or by the 15th of each month.

The list, and all related invoices and documents, are submitted for approval by the Executive Director. The Originator may not be an authorized signatory. Once the invoices and related documents are reviewed by the Executive Director or Chief Financial Officer and the list of bills is approved by signature of the Executive Director or Chief Financial Officer, the invoices, related documents and the list are ready to be processed for payment by the Accountant.

Every invoice/receipt will be paid via a paper check or through online banking.

Paper and electronic files are kept for the ~~Authority's~~ ~~SDSTA's~~ records. The invoices and the signed list of bills are filed together.

Payroll is approved by the Executive Director's or Chief Financial Officer's signature on the payroll listing prepared by the Accountant and is filed every two weeks.

**South Dakota Science & Technology Authority
Policies and Procedures Manual**

SUBJECT: Worksite Injury Reduction and Management Policy

NUMBER: 4:15

The South Dakota Science and Technology Authority (SDSTA) recognizes the importance of protecting and maintaining the health and safety of all its employees. In recognition of such, the SDSTA shall establish minimum physical fitness standards for each occupational role. These standards will be reasonable in nature encompassing Ergonomics Best Practices, and in compliance with federal and state law. These standards will apply to all current and future SDSTA employees.

Creation, review, implementation and management of these minimum physical fitness standards will be contained within the “Worksite Injury Reduction and Management Program Manual.”

Report from Nominating Committee – Mr. Dana Dykhouse

**SDSTA Board of Directors
Nominating Committee Report**

May 21, 2014

Committee Members:

Mr. Dana Dykhouse, SDSTA Vice Chair

Dr. Ani Aprahamian, SDSTA Board of Director

Mr. Dykhouse and Dr. Aprahamian communicated as the nominating committee on May 21, 2014 via email for the purpose of nominating the slate officers for the 2014-2015 board year.

The slate of officers is as follows:

Chairperson: Mr. Casey Peterson

Vice-Chairperson: Mr. Ron Wheeler

Secretary Treasurer: Ms. Patricia Lebrun

The nominating committee had contacted all of the candidates and they are each willing to serve in this capacity for another year.

May 29, 2014

Nominating committee members Dana Dykhouse and Ani Aprahamian corresponded via email on May 29, 2014 to discuss Article III, Section 3 of the Amended and Restated SDSTA By-Laws dated September 19, 2013 as it relates to electing “two or more” Vice-Chairpersons.

Dana was nominated to continue his role as vice-chair, and he is willing to serve in this capacity for another year.

The revised slate of officers is as follows:

Chairperson: Mr. Casey Peterson

Vice-Chairpersons: Mr. Ron Wheeler and Mr. Dana Dykhouse

Secretary Treasurer: Ms. Patricia Lebrun

Recommended Action:

Informational

**SDSTA Board of Directors
Nominating Committee Report**

May 21, 2014

Committee Members:

Mr. Dana Dykhouse, SDSTA Vice Chair

Dr. Ani Aprahamian, SDSTA Board of Director

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Dana was nominated to continue his role as vice-chair, and he is willing to serve in this capacity for another year.

The revised slate of officers is as follows:

Chairperson: Mr. Casey Peterson

Vice-Chairpersons: Mr. Ron Wheeler and Mr. Dana Dykhouse

Secretary Treasurer: Ms. Patricia Lebrun

Elect Officers – Chair Casey Peterson

South Dakota Science and Technology Authority
Election Procedures Policy
Adopted 6/24/08

The Board of Directors shall follow the following procedure for the nomination and election of officers.

- A. The nomination and election process shall be held in open session.
- B. At the last meeting of the Board before the Annual Meeting, the Chairperson shall appoint a Nominating Committee.
- C. The following procedure shall be utilized at the Annual Meeting:
 1. The Chairperson shall call for the report of the Nominating Committee.
 2. After the Nominating Committee reports, the Chairperson shall ask if any Board member intends to make additional nominations.
 3. If no Board member indicates the intention to make additional nominations, the Chairperson shall call for a motion to elect the slate recommended by the Nominating Committee.
 4. If any Board member indicates the intention to make an additional nomination for any office, the slate recommended by the Nominating Committee shall be deemed rejected and the following procedure shall be utilized:
 - a. The Chairperson shall call for oral nominations for the office of Chairperson. Once it appears that all nominations have been made, a motion that nominations cease would be in order. This motion may be made with or without a call for such motion by the Chairperson.
 - b. If there is only one nominee, a motion that all nominations cease and that the nominee be elected Chairperson would be in order. This motion may be made with or without a call for such motion by the Chairperson.
 - c. If there is more than one nominee, nominations shall continue until there is a successful motion that nominations cease.
 - d. Upon passage of a motion that nominations cease, the Chairperson shall call for a vote. Each Board member shall announce his or her vote out loud. Counsel for the Authority shall tabulate the vote and announce the results.
 - e. The successful candidate shall immediately take office as Chairperson and conduct the remainder of the election and the meeting.
 - f. The Chairperson shall follow the procedure set forth above for each of the remaining offices.
- D. Pursuant to SDCL 1-16H-11, the affirmative vote of no less than four Board members is necessary to elect any officer. If no candidate receives four votes, the Board will vote twice more. If no candidate receives four votes after three attempts, the election for that office will be deemed adjourned until the next meeting of the Board. At the next meeting, the Board shall commence the election procedure set forth above in Section C.4, but only as to any office not filled at the prior meeting. This procedure shall continue from meeting-to-meeting until a candidate receives at least four votes. Pursuant to Article III, Section 1 of the Bylaws, the officers in office as of the commencement of the Annual Meeting shall remain in office until their successors are duly elected.
- E. This policy shall remain in effect until specifically rescinded or modified.

Recommended Action: *Motion to accept the report from the nominating committee and to elect the slate of officers as discussed.*

South Dakota Science and Technology Authority
Election Procedures Policy
Adopted 6/24/08

The Board of Directors shall follow the following procedure for the nomination and election of officers.

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 - b. If there is only one nominee, a motion that all nominations cease and that the nominee be elected Chairperson would be in order. This motion may be made with or without a call for such motion by the Chairperson.
 - c. If there is more than one nominee, nominations shall continue until there is a successful motion that nominations cease.
 - d. Upon passage of a motion that nominations cease, the Chairperson shall call for a vote. Each Board member shall announce his or her vote out loud. Counsel for the Authority shall tabulate the vote and announce the results.
 - e. The successful candidate shall immediately take office as Chairperson and conduct the remainder of the election and the meeting.
 - f. The Chairperson shall follow the procedure set forth above for each of the remaining offices.
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- E. This policy shall remain in effect until specifically rescinded or modified.

Report on REACH Committee - Ms. Pat Lebrun

Report on REACH Committee - attached

Recommended Action:
Informational

**South Dakota Research & Commercialization Council and REACH Committee Meeting
June 4 – 5, 2014
Sanford Underground Research Facility**

The SD Research & Commercialization Council met Wednesday, June 4 to review the Research Center annual reports.

Members of the REACH committee toured the SURF Wednesday morning. The SD R&C council members toured the SURF in the afternoon.

All were impressed with the lab and the research that is being done at SURF.

The REACH committee discussed 2020 Vision: The SD Science & Innovation Strategy and various implementation ideas. Mike Headley and the SDSTA staff prepared the requested report of actions taken by SDSTA that relate to the Science Plan. Those include the following ongoing initiatives:

2020 Vision: The South Dakota Science and Innovation Strategy

Initiative	Action	Responsibility	Outcome
Strategic Area: Ideas			
Development of STEM education facilities to support training of teachers in STEM disciplines and engagement of K-12 students in STEM topics.	Renovate the Jonas Science Hall at Black Hills State University (BHSU) to support the training of teachers in STEM disciplines.	BHSU and South Dakota Science and Technology Authority (SDSTA)	<ul style="list-style-type: none"> - Unique facility to prepare K-12 educators. - Increased teacher readiness and proficiency in teaching STEM. - Jonas Science Hall facility designs completed April 2014. - First of the three planned construction phases to begin summer 2014 at BHSU.
Development of STEM education facilities to support training of teachers in STEM disciplines and engagement of K-12 students in STEM topics.	Construct a new Sanford Lab Homestake Visitor Center in Lead, SD to feature the science of the Sanford Lab to engage all age levels in STEM topics.	Lead Area Chamber of Commerce / Homestake Visitor Center, South Dakota Science and Technology Authority (SDSTA), and Black Hills State University	<ul style="list-style-type: none"> - Facility to engage general public including K-12 students in STEM topics. - Generate excitement for STEM in general public including K-12. - Facility designs to be completed in June 2014. - Facility construction start set for July 2014 with a May 2015 completion.
Development of a BHSU multidisciplinary science facility deep underground at the Sanford Lab.	Supporting Black Hills State University (BHSU) proposal to SD Board of Regents (SDBoR) for a new cleanroom facility to be hosted by on the	BHSU and SDSTA	<ul style="list-style-type: none"> - Expansion of science facility capacity deep underground to support multidisciplinary research for SD universities. - Facility will lead to additional opportunities

Initiative	Action	Responsibility	Outcome
	<p>4850L of the Sanford Lab. South Dakota Science and Technology Authority (SDSTA) committed \$500K to prepare underground space to host the cleanroom.</p>		<p>for undergraduate and graduate STEM research.</p> <ul style="list-style-type: none"> - SDSTA commenced rehabilitation of underground laboratory space in Spring 2014. - Facility outfitting designs underway and planned to complete in Fall 2014. - BHSU seeking funding for cleanroom and support systems.
Strategic Area: Talent			
<p>Create two additional STEM summer internships at the Sanford Lab using South Dakota Science and Technology Authority (SDSTA) and private funding sources in 2014.</p>	<p>Create two engineering internships for the summer 2014 and beyond.</p>	<p>SDSTA</p>	<ul style="list-style-type: none"> - Additional opportunities for STEM real world experiences for SD university students. - Two STEM summer internships in place and were filled with SD university students in May 2014.

Confirm Date and Time of Next Board Meeting - Chair

The next meeting will be held on Thursday, September 18, 2014, beginning at 9:00A.M. (MT).

2014 Board Schedule	
March 20, 2014	10:00 am (MT)
June 19, 2014	9:00 am (MT)
September 18, 2014	9:00 am (MT)
December 18, 2014	10:00 am (MT)