

## **South Dakota Soybean Research & Promotion Council Board Conference Call Minutes**

Monday, August 6, 2018 7:00 a.m.

**Present:** Matt Bainbridge, Craig Converse, Todd Hanten, Tim Ostrem, Mike McCranie, David Struck, Steve Wik, Dawn joined at 7:03 a.m.

**Staff Present:** Becky Cypher, Karen Bjordal, Sarah Tveidt

**Guests Present:** Jerry Schmitz, SDSA

### **Call to Order – Craig Converse**

Chairman Converse called the meeting to order at 7:01 a.m. Roll Call was taken.

### **Board Minute Approvals**

Review the meeting minutes from the June 21, 2018 board meeting, July 2, 2018 conference call and July 9, 2018 conference call.

**Mike McCranie moved to approve the meeting minutes from June 21, July 2 and July 9, 2018. Seconded by Matt Bainbridge. Motion passed unanimously.**

### **Audit Options and Details**

Sarah displayed the Accounting Manager job description and explained what it will take to get the position posted with the State. She said the Accounting Manager position is a function that is very critical to our SD Soybean office.

**Mike McCranie moved to accept the Accounting Manager job description as is and post on the State's website, as well as hire a temp if deemed necessary. Seconded by Dawn Scheier. Motion passed unanimously.**

### **Contract Accounting Proposals**

Sarah explained Karen's last day with SD Soybean is August 17<sup>th</sup>. She said Eide Bailly's audit is scheduled for August 27 – 31. This audit is scheduled a year in advance, and there is little flexibility since USB's and the State's audit is due in September.

Sarah said we would be able to contract with Karen through the audit and explained the details are on the screen. She also said she had a call with Eide Bailly, Dawn and Karen. Sarah said she also reached out to MN Soybean, as they have an association management company and have two CPAs on staff.

Karen's proposal to help with the audit is \$9,000. Minnesota's proposal is \$16,250 to assist with basic accounting in Karen's absence, or \$28,750 to help with basic accounting and the audit.

**Todd moved to contract with MN Soybean to get through the audit and contract with them through the end of October (option #3), in the amount of up to \$30,000. Seconded by Mike McCranie. Motion passed unanimously.**

**Todd Hanten moved to enter executive session at 7:34 a.m. to discuss personnel issues. Seconded by Tim Ostrem. Motion passed unanimously.**

Chairman Converse declared the board out of executive session at 7:46 a.m.

#### **Accounting Manager Transition Details**

**Tim Ostrem moved to remove Karen Bjordal from all Council operating accounts effective August 17, 2018. Seconded by Dawn Scheier. Motion passed unanimously.**

#### **Biodiesel Proposal Reconsideration**

Tim said he sent out an email to the Council last night regarding the biodiesel proposals that were going to be reconsidered. Tim gave an overview of the NBB project and said NBB said it's worthy of our dollars – if we have them. NBB wanted to provide the information to the board to reconsider the proposal.

MEG Corp's proposal is for \$35,000, and NBB's is for \$20,000. However, Adam recommended funding both at \$20,000 each for a total of \$40,000. Tim agrees with these amounts and said it would be great if MEG Corp could still be involved with their work they've already invested in South Dakota.

**Tim Ostrem moved to fund MEG Corp's proposal in the amount of \$20,000. Seconded by Todd Hanten. Vote taken: 5 in favor (Todd Hanten, Tim Ostrem, Steve Wik, David Struck, Craig Converse) 3 opposed (Mike McCranie, Dawn Scheier, Matt Bainbridge). Motion passed.**

#### **Other Business**

**Dawn Scheier moved to adjourn the conference call at 8:06 a.m. Seconded by Steve Wik. Motion passed unanimously.**