

**SOUTH DAKOTA BUILDING AUTHORITY**

**MINUTES OF THE SPECIAL MEETING**

**MAY 14, 2024**

Pursuant to due notice, the South Dakota Building Authority met on Tuesday, May 14, 2024 at 10:16 a.m., CDT via telephone. Tom Graham, Chairman, called the roll.

Present: Ms. Julie Bartling  
Mr. Jim Breckenridge  
Mr. Tom Graham  
Mr. Doug Hajek  
Mr. Jim Lust  
Ms. Tina Van Camp  
Mr. Steve Zellmer

Absent: None

Other staff and representatives of the Authority and general public present were:

Mr. Donald Templeton, Executive Secretary  
Mr. Todd Meierhenry, Meierhenry & Sargent, LLP  
Mr. Steve Corbin, South Dakota Health and Educational  
Facilities Authority  
Mr. Mick Jost, South Dakota Health and Educational Facilities Authority

A quorum was declared by the Chairman and the meeting was called to order.

Mr. Templeton advised the Authority members that the notice of the meeting dated May 3, 2024 had been posted at the South Dakota Building Authority doors, on the state website and the Authority's website prior to the meeting and is on file at the Authority office.

Mr. Graham asked if any member had a conflict of interest and none were noted.

Mr. Graham asked if any members of the public were in attendance and none were noted.

**Annual Meeting Minutes**

The Chairman asked for consideration of the minutes for the September 13, 2023 annual meeting. Ms. Bartling moved to approve the minutes, seconded by Mr. Hajek and upon the roll call, the ayes were: Bartling, Breckenridge, Graham, Hajek, Lust, Van Camp and Zellmer; nays: none; abstain: none. Motion carried.

### **Fiscal Year 2025 Budget**

The Chairman stated the next order of business would be to consider the fiscal year 2025 operating budget for the South Dakota Building Authority on file at the South Dakota Building Authority Office. Mr. Templeton reviewed the South Dakota Building Authority revenues and salaries and other expenses and cash balances. The revenues over expenses are projected to be \$130,063. He explained that \$141,495 of South Dakota Building Authority funds were transferred to the state in fiscal year 2024.

After further discussion, Mr. Breckenridge moved to approve the fiscal year 2025 operating budget (on file at the Authority Office), seconded by Mr. Zellmer and upon the roll call, the ayes were: Bartling, Breckenridge, Graham, Hajek, Lust, Van Camp and Zellmer; nays: none; abstain: none. Motion carried.

### **Contracts**

Mr. Templeton reviewed the South Dakota Health and Educational Facilities Authority contract with the South Dakota Building Authority for fiscal year 2025 at a monthly rate of \$19,106.11 for general administrative personnel services, office space and utilities. A copy of the contract is on file at the Authority office. Ms. Bartling moved to approve the contract, seconded by Ms. Van Camp and upon the roll call, the ayes were: Bartling, Breckenridge, Graham, Hajek, Lust, Van Camp and Zellmer; nays: none; abstain: none. Motion carried.

Mr. Templeton and Mr. Meierhenry reviewed the Meierhenry Sargent contract, which is on file at the Authority office. Mr. Hajek moved to approve the Meierhenry Sargent LLP fiscal year 2025 contract to provide legal services, seconded by Ms. Van Camp and upon the roll call, the ayes were: Bartling, Breckenridge, Graham, Hajek, Lust, Van Camp and Zellmer; nays: none; abstain: none. Motion carried.

### **Annual Report**

The South Dakota Building Authority Annual Report for FY-23 was included with the mailout for board members. A clean audit opinion was received.

### **Adjournment**

The Chairman stated that there being no further business at this meeting, the meeting would be adjourned at 10:27 a.m. CDT.