

**SOUTH DAKOTA WHEAT COMMISSION SPECIAL MEETING**  
**ZOOM Meeting**  
**April 28, 2023**  
**Minutes**

**Present:** Commissioners: Bryan Jorgensen, SDWC  
Terry Hand, SDWC  
Tregg Cronin, SDWC

Staff: Reid Christopherson, SDWC

**1. Call to Order:**

**Chairman Jorgensen called the meeting to order at 10:35 a.m.**

**Note: Due to the resignation of the SDWC Accountant/Office Manager, and the extreme time sensitivity for reaction the circumstances have not permitted providing seventy-two hours notices pursuant to SDCL 1-25-1.3.**

**2. Approval of Agenda**

**Commissioner Cronin moved to approve the agenda. Seconded by Commissioner Hand. Motion Approved.**

**Note: Commissioner Hand called for Executive Session pursuant to SDCL 1-25-2 for the purpose of Personnel Issues and Contract Negotiations at 10:36 a.m., seconded by Commissioner Cronin. Motion approved.**

**Note: Chairman Jorgensen declared the meeting out of Executive Session at 11:15 a.m. with no action taken. Motion by Commissioner Cronin, seconded by Commissioner Hand. Motion approved.**

**3. Office Transition**

**Commissioner Hand moved to:**

Authorize the Executive Director, to act on behalf of the SDWC, to:

- Negotiate and contract for the services of a commercial accounting firm
- Move the SDWC Quick Books operations/records to a virtual platform and allow for any associated costs
- Contract with bill.com to facilitate the approval of financial transactions
- Authorize the appointment of Commissioners and Executive Director for the approval of financial transactions

- Purchase any required computer hardware/software to facilitate the transfer of financial operations
- Move the SDWC phone system from SD BIT to Midco
- Advertise and hire an Office Manager for SDWC
- Consider the movement of the SDWC Office to a new location (inside or outside Pierre SD) to facilitate operations

**Seconded by Commissioner Cronin. Motion approved.**

#### **4. Commission Meeting Dates**

The next meeting is tentatively scheduled for June 22 or June 29, 2023 in Pierre SD. The Dakota Lakes Research Farm Field Day is scheduled for the afternoon of June 29<sup>th</sup>.

#### **5. Adjournment**

**Commissioner Cronin moved to adjourn at 11:20 a.m., seconded by Commissioner Hand. Meeting adjourned.**

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Terry Hand, Secretary

Date

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Reid A. Christopherson, Executive Director      Date