

Lincoln County Study Commission 1st Meeting
Minutes of December 18, 2024
Lincoln County Courthouse Room 108, 5:30 PM

Attendance: Jennifer McCully, John Boyke, Mike France, Ernie Anderson, Greg Bruns, Corrina Brown and Ray Stout. Zoom attendance: none

Pledge of Allegiance

- **Public comment on agenda items:** none
- **Approval of 11-27-2024 meeting minutes:** Motion by Jennifer to approve the November 27th meeting minutes. Second by Ernie. Motion carried.
- **In-person and online course takeaways:** Greg suggested this to be a standing agenda item. Discussion of unit 1 training/quiz and cohort discussion. It was suggested to reach out to Lydia Maunz of MSU as needed.
- **Nominate and elect permanent chair, vice chair and acting secretary:** Greg nominated Jennifer for chair, and Jennifer nominated Greg for vice chair; both accepted their nominations. Ernie seconded both Jennifer's nomination for chair and Greg's nomination for vice chair. It was agreed to establish the secretary position as a point of contact, regardless of whether the position's duties are outsourced, with information to be gathered and the hiring process revisited at the next meeting. John nominated Mike for secretary, and Greg seconded the nomination. Mike accepted. All nominations were unanimously approved by the remaining commission members.
- **Bylaw review:** Discussion of amendments to the bylaws. Greg agreed to revise the draft bylaws with the agreed-upon changes. The updated bylaws will be presented at the next meeting.
- **Draft budget review:** The following line items were discussed: staff/consultants, emails, elections, meeting space, training/tuition, mileage, printing, postage/surveys, materials such as toner/paper, and advertising. John noted that the budget is for each fiscal year of the commission's existence. Jennifer will revise the draft budget for review, advising of a 90-day completion window.
- **Potential secretary hire:** Greg will consult with the former secretary, Shelly, regarding job specifics. Jennifer will research contracting with a scope of work versus hiring with a job description.
- **Study data collection:** Discussion of scope regarding interviews, surveys and public hearings with the intent of garnering actionable information.
- **Study timeline:** It was agreed that this is standard, and Ernie will create the document.
- **Member communication / proposals for next agenda:** discussed throughout the meeting
- **Public comment on non-agenda items:** none
- **Meetings of interest / announcements:** next meeting January 15th at 5:30 PM, same place

6:52 PM: Greg motioned to adjourn. Second by Mike. Motion carried.

Chair

Attest: