MINUTES
HOMEOWNERSHIP EDUCATION RESOURCE ORGANIZATION (HERO)
BOARD OF DIRECTORS' MEETING
SHERATON SIOUX FALLS & CONVENTION CENTER
October 4, 2017

Board Members Present:	David Pummel Chairman Bill Hansen, Treasurer Scott Erickson, Commissioner Rick Hohn, Commissioner Steve Kolbeck, Commissioner Mark Puetz, Commissioner
Board Members Absent:	Brent Dykstra, Vice-Chair
Staff Present:	Mark Lauseng, Executive Director Todd Hight, Director of Finance and Administration Brent Adney, Director of Homeownership Programs Tasha Jones, Director of Rental Housing Management Lorraine Polak, Director of Rental Housing Development Mike Harsma, Director of Single Family Development Mary Stewart, HERO State Coordinator Sheila Ricketts, Marketing/Executive Assistant
Guests Present:	Dixie Hieb, Davenport, Evans, Hurwitz & Smith, Counsel to SDHDA Tom Caine, Caine Mitter & Associates Bronson Martin, Caine Mitter & Associates Patricia Ho, Caine Mitter & Associates John Wagner, Kutak Rock, LLC

I. CALL TO ORDER/CONFLICT OF INTEREST

The meeting was called to order at 9:44 a.m. and roll was called. In accordance with SDCL 3-23-3.1, Directors Puetz and Hansen disclosed permissible conflicts of interest for which authorization by the HERO Board of Directors is not required. The Annual Disclosure Forms with respect to the disclosed conflicts are attached to these minutes.

II. APPROVAL OF AGENDA

It was moved by Commissioner Puetz and seconded by Commissioner Hansen that the Agenda be adopted as presented, but reserving the right to make changes during the meeting.

Via voice vote, the following votes were recorded:

Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.
Excused: Commissioner Dykstra.

III. APPROVAL OF MINUTES

It was moved by Commissioner Puetz and seconded by Commissioner Hohn that the Minutes of the Board of Directors' Meeting dated August 23, 2016, be adopted as amended.

Via voice vote, the following votes were recorded:
Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.
Excused: Commissioner Dykstra.

IV. HERO STATE COORDINATOR'S REPORT

Mary Stewart, HERO State Coordinator, gave a report on the HERO Program.

V. NEW BUSINESS

A. Resolution No. 17-10-01: Fiscal Year 2018 Homeownership Education Resource Organization (HERO) Partner Approvals

After review and discussion, it was moved by Commissioner Hohn and seconded by Commissioner Hansen that the above Resolution be adopted as follows:

> WHEREAS, Homeownership Education Resource Organization (HERO) funding applications have been reviewed in accordance with the HERO funding requirements; and
>
> WHEREAS, it is the HERO Board's desire to continue to expand the delivery of quality homebuyer education throughout South Dakota;
>
> NOW, THEREFORE, BE IT RESOLVED that the following applicants be approved as HERO Partners for fiscal year 2018.
>
> Consumer Credit Counseling Service of the Black Hills (CCCS-BH)
> Consumer Credit Counseling Service – Lutheran Social Services (CCCS-LSS)
> Homes Are Possible, Inc. (HAPI)
> Inter-Lakes Community Action Partnership, Inc. (ICAP)
> James Valley Housing, Inc. (James Valley)
> NeighborWorks® Dakota Home Resources (NeighborWorks® DHR)
> Northeast South Dakota Community Action Program (NESDCAP)
> Sioux Empire Housing Partnership (SEHP)

Cheyenne River Housing Authority
Thunder Valley Community Development Corporation

Via voice vote, the following votes were recorded:
Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.
Excused: Commissioner Dykstra.

B. Resolution No. 17-10-02: Resolution Adopting the Fiscal Year 2018 Budget

After review and discussion, it was moved by Commissioner Puetz and seconded by Commissioner Erickson that the above Resolution be adopted as follows:

> WHEREAS, the Board of Directors of the Homeownership Education Resource Organization (HERO) has reviewed the proposed budget as presented and attached for fiscal year 2018;
>
> NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of HERO hereby approves the proposed budget for fiscal year 2018.

Via voice vote, the following votes were recorded:
Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.
Excused: Commissioner Dykstra.

C. Resolution No. 17-10-03: Election of Officers for Fiscal Year 2018

After review and discussion, it was moved by Commissioner Hohn and seconded by Commissioner Erickson that the above Resolution be adopted as follows:

> BE IT HEREBY RESOLVED by the Homeownership Education Resource Organization (HERO) Board of Directors that the officers for fiscal year 2018 be elected as follows:
>
> Chairman – David Pummel
> Vice-Chairman – Brent Dykstra
> Secretary – Mark Lauseng (SDCL 11-11-12)
> Treasurer – Bill Hansen
> Assistant Treasurer – Todd Hight

Via voice vote, the following votes were recorded:
Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.
Excused: Commissioner Dykstra.

VI. DATE OF NEXT MEETING AND ADJOURNMENT

The next Board of Commissioners' Meeting has not been yet scheduled. It was moved by Commissioner Hohn and seconded by Commissioner Puetz that the Meeting adjourn. The Meeting adjourned at 10:09 A.M.

Via voice vote, the following votes were recorded:
Voting AYE: Chairman Pummel; Commissioners Erickson, Hansen, Hohn, Kolbeck and Puetz.
Excused: Commissioner Dykstra

Respectfully submitted,

Mark Lauseng
Secretary

State Authorities/Boards/Commissions - Annual Disclosure Form

ANNUAL DISCLOSURE FOR AUTHORITY/BOARD/COMMISSION MEMBER
PURSUANT TO SDCL CHAPTER 3-23

THIS IS A PUBLIC DOCUMENT

Name of Member: William Hansen

Name of Board, Authority or Commission: Homeownership Education Resource Org. (HERO)

The Member shall disclose below any contract in which the Member has an interest or from which the Member derives a direct benefit if the contract is:

1. With the state agency to which the Member's board, authority or commission is attached for reporting or oversight purposes and which contract requires the expenditure of government funds;
2. With the state and which contract requires the approval of the Member's board, authority or commission and the expenditure of government funds; or
3. With a political subdivision of the state if the political subdivision approves the contract and:
   a. Is under the regulatory oversight of the authority, board, or commission, or
   b. Is under the regulatory oversight of the agency to which the Member's board, authority or commission is attached.

The Member shall disclose the contract even though no additional authorization is needed from the Member's board, authority or commission to have an interest or derive a benefit from the contract.

The Member shall also identify every entity in which the Member possesses an ownership interest of five percent or greater if:

1. The entity receives grant money from the State, either directly or by a pass-through grant or
2. The entity contracts with the State or any political subdivision for services.

1. Contracts in which you have an interest pursuant to SDCL Chapter 3-23 and which do not violate any other provision of law - Provide the following for each contract in which you have, or will have, an interest. For further information see SDCL 3-23-2.1 and 3-23-3.1.

Description of the contract	Parties	Description of your interest/role in the contract	Date contract was previously disclosed; if applicable
HERO Awards and Grants	HERO and Southeast Council of Governments	SECOG Employee	N/A
HERO Awards and Grants	HERO and Inter-Lakes Community Action Partnership	Unpaid ICAP Board Member	N/A
HERO Awards and Grants	HERO and Sioux Empire Housing Partnership	Unpaid SEHP Board Member	N/A

add row

2. Contracts in which you have a direct benefit pursuant to SDCL Chapter 3-23 - Provide the following for each contract from which you derive, or will derive, a direct benefit. For more information see SDCL 3-23-2, 3-23-2.2 and 3-23-3.1.

Description of the contract	Parties	Description of the direct benefit	Date contract was authorized

add row

3. Entities in which you possess an ownership interest of five percent or more that receive grant money from the State, either directly or by a pass-through grant, or that contract with the State or any political subdivision for services – Provide the following for each such entity. See SDCL 3-23-3.1.

Description of the contract or grant	Party in which you possess the interest	State agency or subdivision

add row

The member shall complete a separate authorization request for any contract identified above that requires authorization from the Member's board, authority or commission in order for the Member to legally derive a direct benefit.

Signature of Member: Bill Hansen

Date: 10/4/17

State Authorities/Boards/Commissions - Annual Disclosure Form

ANNUAL DISCLOSURE FOR AUTHORITY/BOARD/COMMISSION MEMBER
PURSUANT TO SDCL CHAPTER 3-23

THIS IS A PUBLIC DOCUMENT

Name of Member: Mark Puetz

Name of Board, Authority or Commission: Homeownership Education Resource Org. (HERO)

The Member shall disclose below any contract in which the Member has an interest or from which the Member derives a direct benefit if the contract is:

1. With the state agency to which the Member's board, authority or commission is attached for reporting or oversight purposes and which contract requires the expenditure of government funds;
2. With the state and which contract requires the approval of the Member's board, authority or commission and the expenditure of government funds; or
3. With a political subdivision of the state if the political subdivision approves the contract and:
   a. Is under the regulatory oversight of the authority, board, or commission, or
   b. Is under the regulatory oversight of the agency to which the Member's board, authority or commission is attached.

The Member shall disclose the contract even though no additional authorization is needed from the Member's board, authority or commission to have an interest or derive a benefit from the contract.

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Description of the contract	Parties	Description of the direct benefit	Date contract was authorized

add row

3. Entities in which you possess an ownership interest of five percent or more that receive grant money from the State, either directly or by a pass-through grant, or that contract with the State or any political subdivision for services – Provide the following for each such entity. See SDCL 3-23-3.1.

Description of the contract or grant	Party in which you possess the interest	State agency or subdivision
		SD Bureau of Adm Office of State Engineers
Construction Contract	Puetz Corporation	SD Dept. of Transportation

add row

The member shall complete a separate authorization request for any contract identified above that requires authorization from the Member's board, authority or commission in order for the Member to legally derive a direct benefit.

Signature of Member: [signature]

Date: 10-4-2017