

*Madison Community Center
Special Governing Board Meeting Minutes
Wednesday, March 2, 2022 @ 11:30 AM
The Madison Community Center or ZOOM
500 NE 11th St, Madison, SD 57042*

Call to Order: Danny Frisby-Griffin called the meeting to order at 11:32am in the Community Center Meeting Room and via ZOOM/conference call.

Members Present: Danny Frisby-Griffin, Josh Anderson, Michelle Corey, Mike McGillivray, Sara Hare, Brian Keller, Jena Martin, Tyler Steele, Jennie Thompson.

Members Absent:

Ex-Officio Present:

City of Madison Present: Jameson Berreth, Sonya Wilt

Staff Present: Gene Wockenfuss

1. **Approval of the March 2, 2022 board meeting agenda:** Agenda was presented. Motion was made to approve by Jennie Thompson and seconded by Michelle Corey. Motion carried.

Old Business

2. **Discussion: MCC open positions, specific job descriptions, organizational structure and financial impact:**

Gene Wockenfuss presented to the board a proposed long-term baseline “Reset” *Organizational Chart* including current and suggested staff positions, position responsibilities with DRAFT job descriptions, current staffing budget with estimated expenses and projected staffing budget and expenses related to the proposed “Reset” *Organizational Chart*. Also included in the board packet was a second organizational option that is close to the current operating structure. The board recommends moving forward to the 4-person board for approval the budget adjustment needed to open the full time recreation/intramural position and the PT office manager. In an effort to move forward with the DRAFT “Reset” *Organizational Chart*, done in steps to completion, Gene will update the structure to include the suggested changes brought forth during discussion and present at the next board meeting.

The governing board would also like to recommend that Gene discuss with the 4-person board additional duty pay implemented retroactively for the current full-time staff who took on additional duties due to the loss of several employees. Motion was made by Michelle and seconded by Brian to explore the options and put in place.

3. **Executive Session: SDCL 1-25-2(1) (as required):** None
4. **Executive Session action (as required):** None

Adjourn: Meeting adjourned at 12:55pm.

Next scheduled board meeting is Wednesday, March 16, 2022 @ 7:00 AM

Our mission is to serve the health, wellness, recreational and social needs of Dakota State University, City of Madison and the surrounding area.