

Lessard Outdoor Heritage Council (LOHC)
Governance Committee
Monday, December 8, 2008
8:30 a.m.
Room 300 South, State Office Building

Members Present: Interim Chair Michael Kilgore, Sen. Bill Ingebriksen, Rep. Rick Hansen, David Hartwell, Bob Schroeder, Lester Bensch, Acting Executive Director Bill Becker

Call to Order

Interim Chair Kilgore called the meeting of the Lessard Outdoor Heritage Council Governance Committee to order at 8:33 a.m. A quorum was present.

Debra Lohmeyer, Executive Assistant, DNR Trails and Waterways Division, who will be taking minutes of the proceedings today was introduced.

Review and Approve Agenda

Michael Kilgore moved to approve the agenda for December 8, 2008. **Motion Prevailed.**

Governance Committee Objectives

Interim Chair Kilgore asked members to think of potential committees beyond this governance committee that might play a role with the council. He noted it is critical to have good guidelines and procedures in place. Transparency is also very important.

Rep. Rick Hansen said the council would need to be cautious about how we conduct ourselves. He noted that the council operates according to Mason's Manual, which provides valuable structure to meetings. Longer term questions are how we get input, how we digest the multitude of requests that are going to come in, how we forward requests so they get considered, and how we respond to the people.

Interim Chair Kilgore asked the committee to think about advice they can bring forward to the full council on the strategy this council will need to take between now and April 1.

Lester Bensch suggested setting an objective of less than 20 percent of the meetings be conducted at the Capitol and rotate the remainder around the state. He also suggested dividing the state into geological and geographic regions and having a committee attached to each one of those regions to bring their interests and specific concerns to the full council.

Rep. Rick Hansen suggested that a report be given at one of early meetings from the people who worked on the campaign; find out what they heard from citizens, and for governance committee to analyze the vote.

Lester Bensch suggested the council establish a communication/media effort to make sure the information is getting out to the public.

Bill Becker noted a Website has been set up for the LOHC ([://www.lohc.state.mn.us/](http://www.lohc.state.mn.us/)) and there is a current Listserv for notification of meetings.

Bob Schroeder suggested the council review when the money in the Outdoor Heritage Fund will be available and the method by which the money will be allocated.

Bill Becker said the council would need \$400,000 to operate at full staffing to July. If the council spends out of other DNR accounts it may be creating a liability that will need to be repaid.

Bob Schroeder noted that next fiscal year there will be less than one percent to spend on operations because of the obligation to repay what was borrowed.

Draft Procedures of the Lessard Outdoor Heritage Council

Bill Becker reviewed the draft procedures of the Lessard Outdoor Heritage Council.

Develop Governance Document

Members suggested numerous changes to the draft Procedures of the Lessard Outdoor Heritage Council including:

David Hartwell suggested for consideration a treasurer position be added to the officers. This would be helpful for review of the operating budget and projects. This will put the responsibility on the council to make sure the money is managed correctly.

David Hartwell suggested appointment of interim officers through June of this year, after which officers would be elected for a one-year term, and then elected for a two-year term.

David Hartwell volunteered to draft some specific language on additional procedures regarding conflicts of interest to present to the council on December 17, 2008.

Bill Becker will provide the council members the statute relating to the code of ethics for public officials.

Rep. Rick Hansen made a motion to adopt and recommend, as amended today, to the council the Operating Procedures of the Lessard Outdoor Heritage Council document. **Motion Prevailed.**

Next Steps -Tasks and Associated Time Line to April 1

Items for consideration: hiring staff and how to proceed until April 1; how to bring some suggested format to the council on December 17; how this committee should proceed; how much money and when; list of key elements this committee needs to address by April 1.

David Hartwell suggested in asking members to put together their lists of issues that need to be on the table for discussion in terms of operating principles prior to the December 17 meeting.

Legislative Items

Operating budget of 1 percent
Minnesota Open Meeting Laws
Independent and legislative auditor
Expenditure authorizations

Adjourn

Interim Chair Kilgore adjourned the meeting at 10:50 a.m.