

PUBLIC NOTICE

The Board of Directors of Legal Services of Northwest Minnesota will meet both in person and virtually via Teams Meetings, on Wednesday, February 21, 2024, at 5:00 p.m.

This meeting is open to the public. An agenda is attached.

Legal Services of Northwest Minnesota provides civil legal representation without charge to low-income and senior citizens in the 22 counties listed on this letterhead.

If you need interpretation services or if you need other accommodations because of a disability, please contact Ruth at Legal Services, (218) 233-8585.

**Agenda**  
**BOARD OF DIRECTORS MEETING**  
**VIA TEAMS OR IN-PERSON**  
**Moorhead, MN**  
**February 21, 2024**  
**5:00 p.m.**

1. Welcome, Roll Call, Introductions
2. Approval of Minutes of November, Board of Director's Meeting
3. Mission Moment
4. 2023 Litigation Report and Update — Heidi Uecker
5. Statistics/Financial Report—Shelley Treib
  - a. Audit completed
  - b. 2023 Final Stats
  - c. Financial Statements 2023 Wrap-up and Year-to-Date
  - d. New Credit card account—close previous account
  - e. Proposed SEP-IRA increases
6. LSC
  - a. 2024 Eligibility Guidelines
  - b. Self-Inspection
  - c. Report of Non-Priority Cases (LSC Reg. 1620.7)
  - d. LSC Regulations and Grant Assurances Training (standing Feb. agenda item)
7. Director's Report —Anne Hoefgen
  - a. Strategic Planning Update
  - b. Personnel Manual Updates (Review needed)
  - c. By-laws (Review needed)
8. Client Issues—Client Engagement Committee
9. Board Issues
  - a. Financial Training
  - b. Law Day – May 1, 2024, Board meeting
  - c. District Bar Awards
    - i. 7<sup>th</sup> District
    - ii. 14<sup>th</sup> District
    - iii. Special Services Award
10. Other Business