

BOTTINEAU CO. ECONOMIC CORP.
Board Meeting Minutes
Wednesday March 17, 2021
Zoom and EDC Conference Room

Key: M-Motion, MS-Motion Second, VV-Voice Vote, RCV-Roll Call Vote, MC-Motion Carried

Board Present: Jon Beyer, Jerry Migler, Chuck Neubauer, Julie Mears, John Kersten
Staff: Whitney Gonitzke, Executive Director, Crystal Grenier, Administrative Assistant
Absent: Doug Marsden, Mike Foster, Courtney Vandal, Jason Guss

- 1) Welcome/Call to Order – 12:03 PM
- 2) Director Review – Neubauer requested the Board enter into Executive Session for consideration of Whitney’s review. Whitney and Crystal left the meeting room for the duration, 12:03 p.m. to 12:15 p.m. Upon return, board presented a favorable review; meeting was reopened.
- 3) Approve Minutes of Previous Meeting

Meeting minutes were approved. M-Beyer, MS-Neubauer, VV. MC.

- 4) Approve Financials
 - a) Narrative: First dollars from County operating funds received. EDC Member dues are coming in fast this year. Rent: lease info. We currently pay 540.
 - b) Loan Report: More clients have started making payments. For those that haven’t, a letter will go out in April with a reminder.

Motion to Approve Financials. M-Neubauer, MS-Beyer. RCV-Mears-yes, Beyer-yes, Neubauer-yes, Kersten-yes, Migler-yes. MC.

Review with Finance Committee to restart

- 5) Runnings
 - a) Memo and packet attached
 - b) BND interest Buy Down ~43K paid up front.

Motion to forward BND interest Buy down project to City Council for approval. EDC listed on Business assets – UCC. M-Neubauer, MS-Beyer. RCV- Mears-yes, Beyer-yes, Neubauer-yes, Kersten-yes, Migler-yes. MC.

- 6) Peck Project
 - a) Memo and packet attached
 - b) EDC 10% loan – 20K.

Motion to forward Peck Project to City Council for approval. EDC listed on Property and assets – UCC. M-Beyer, MS-Mears. RCV- Mears-yes, Beyer-yes, Neubauer-yes, Kersten-yes, Migler-yes. MC.

- 7) Summer Concert – marketing and bus sponsorship
 - a) 5K request. Additional form provided at meeting.

Motion to pay 2500.00 up front before the event, and the remaining 2500.00 after the event. M-Beyer, MS-Kersten. RCV- Mears-yes, Beyer-yes, Neubauer-yes, Kersten-yes, Migler-yes. MC.

8) Director Report

- a) Report out – meetings with additional institutions to work on project deals for future. 3 business plans. 2 Financial reviews.
- b) Website clean up – multiple items to cover on website.
- c) Review of 2020 – 24 newsletters in 2020, would like to keep this the same in 2021. 90 original social media posts. (reposts not included) Would like to get this up to 100 but not more than 110 for 2021.
- d) Started attending monthly status and info sharing meeting with other communities that I had not had much contact with in the past. This has been a very educational experience and a great way to learn.
- e) The Standard Coffee Shop is having a Grand Opening on March 25th. Time TBD. If you can – please come over to Westhope to support them.
- f) Question on verbiage
- g) New short-term ad on the radio: 2020 WAS A YEAR... IT SHOWED THAT WHEN A COMMUNITY PULLS TOGETHER IN THE SAME DIRECTION IN THE FACE OF A PANDEMIC, GOOD THINGS CAN HAPPEN. WE SAW BUSINESSES SPONSORING COMMUNITY LUNCHESES... AT THE SAME TIME PEOPLE MADE A SPECIAL EFFORT TO UTILIZE THEIR LOCAL ESTABLISHMENTS TO HELP EVERYONE STAY AFLOAT IN THIS SEA OF UNCERTAINTY. VISITORS CAME TO OUR AREA AND SAFELY ENJOYED OUR COMMERCE AND RECREATIONAL ACTIVITIES. AND THE IDEA OF COMMUNITY SUPPORT FLOURISHED. THE BOTTINEAU COUNTY EDC SALUTES (RECOGNIZES) THE EFFORTS OF OUR LOCAL LEADERS AND COMMUNITY MEMBERS IN 2020.

Meeting was adjourned @ 1:10 PM

Meeting minutes were compiled and submitted by Crystal Grenier & Whitney Gonitzke