

BOTTINEAU COUNTY ECONOMIC DEVELOPMENT CORPORATION

Board of Directors Meeting – November 28, 2018

St Andrews Health Center Conference Room – 12 Noon

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

Board Present: Jon Beyer, Jason Guss, Mike Foster, Jerry Migler, Chuck Neubauer, Tyler Rogers, Doug Marsden

Staff: Whitney Gonitzke, Executive Director

Visitor: Marla Stevensen, Lenore Motl, Jason Heitkamp

Absent: Julie Mears, Jodi Atkinson

MEETING AGENDA:

1. Meeting called to order at 12:03 pm by President Beyer
2. **Prospects:** Jason Heitkamp introduced himself and ran through his plan for the theatre. Final approval will move to another meeting but Jason wanted to make sure that he was able to meet the board and answer any questions in person.
3. **Approve Minutes:** *M- Neubauer to approve minutes. MS -Rogers. MC*
4. **Review/Approve Financials:** Board received copies of Balance Sheet, Budget Report, Profit & Loss by Class and Expense Report for September. Loan Report items:
 - Jerry Harris/Birchwood Patio: Further Discussion with lawyer.
 - Dragon Spray Coatings/Pure Aquatic Resources: No change
 - The Preserve – The Board has agreed that a Check for principal would be acceptable.
M- Marsden to approve financials, MS Foster. VV-MC.
5. **Finance and Investment Discussion:** Board agreed on the store front beautification match fund. Guidelines and application form was presented to the Board. *M- Migler to approve application, guidelines, \$50k for the first year with a \$5k cap per project, MS- Rogers. RCV: Marsden-N, Migler-Y, Rogers-Y, Foster-Y, Guss-Y, Neubauer-Y. MC.*
6. **Board Terms:** Jerry, Mike and Doug will run again for another term.
7. **Handbook:** Whitney provided the latest draft of the handbook to the Board. Comments were collected and the handbook was updated during the meeting. *M- Rogers to approve the handbook with updates made during the board meeting, MS-Neubauer. VV- MC.*
8. **Future Moves for EDC – brainstorming:**
 - Mobile App – rTown: \$1,000.00 per year. *M- Guss to approve a year trail of the rTown App, MS-Foster. VV-MC*
 - Outdoor Décor: Roughly \$600 for the first year. *M- Foster to approve, MS- Rogers. VV- MC.*
 - Praxis: Quote from Praxis will be delivered to Whitney by Dec 7th.
 - Review businesses in town versus ‘ideal’ mix. Is there a way for the EDC to purchase a building to assist with a need?

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9. Director Report:

- Annual Meeting – January 23rd with Sara Otte Coleman

Meeting Adjourned at 1:22 p.m.

Minutes compiled and submitted by Whitney Gonitzke

Next Board Meeting: Wednesday, December 19, 2018.