

BOTTINEAU CO. ECONOMIC DEVELOPMENT CORP

Board Meeting Agenda

Wednesday December 19th, 2018

St Andrews 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, Jerry Migler, Chuck Neubauer, Julie Mears (phone), Jodi Atkinson, Alfred Sams

Staff: Whitney Gonitzke, Executive Director, Crystal Grenier, Administrative Assistant

Visitor: Perry Schoenborn, Mayor

Absent: Mike Foster, Tyler Rogers, Doug Marsden

MEETING AGENDA:

1. Meeting called to order at 12:10P

2. **Approve Minutes of Previous Meeting (November 28):** *M-Migler. MS-Guss. VV. MC*

3. **Review/Approve Financials:** Board received copies of Balance Sheet, Budget Report, Profit & Loss by Class and Expense Report for November. *M-Atkinson to approve financials., MS-Neubauer. VV MC*

4) **Handbook Verbiage update:** Whitney read the adjustments for requested clarity.

M-Migler, MS-Mears. RCV: Beyer-Y, Migler-Y, Guss-Y, Atkinson-Y, Mears-Y, Neubauer-Y. MC

5) Request:

a. Susan Tam – Creekside. Board agreed to her 10k request to support her new business. 10k meets the 10% threshold the EDC has for the revolving loan fund. This will be presented to City Council at the next meeting.

M-Atkinson, MS-Guss. RCV: Beyer-Y, Migler-Y, Guss-Y, Atkinson-Y, Mears-Y, Neubauer-Y. MC

b. Pyramid Health introduction. Finalized request will come at next meeting. Board introduced to the business model, building plans and requester/owner.

6) **Praxis Quote:** Strategic Planning proposal to move us from our tourism launch to the next stage....

a. The primary deliverable comprised of a series of topical recommendations developed throughout the process. These topics could include economic development, tourism, quality of life, downtown development, workforce issues, child care, or county and city policy issues.

b. Board Discusses pros and cons of timing, cost, grant possibility, etc. Whitney will pursue the Partners in Marketing Grant to assist with payment. Board will review again when results of the Grant request are completed.

7) **Mission and the future thought process behind the EDC:** Whitney shared two important points: Where to go from here? And Why? How can we help ourselves in the future? We offer the same incentives as the majority of other communities. Ex. Revolving loan fund, BND partnership, Renaissance zone, etc, etc. Think outside of the box in terms of what we could offer to get prospects to take the next step in opening or expanding their business in Bottineau County.

8) Director Report:

a. Whitney requested to purchase QBO for the office. *M-Neubauer, MS-Guss. VV MC*

b. Prospects: 7

Meeting Adjourned at 1:38PM

Minutes compiled and submitted by Crystal Grenier & Whitney Gonitzke

Next Board Meeting: Annual Meeting – January 23rd with Sara Otte Coleman