

**BOTTINEAU COUNTY ECONOMIC DEVELOPMENT CORPORATION**

**Board of Directors Meeting – February 28, 2018**

DCB Alumni Center, west side 2<sup>nd</sup> Floor Thatcher Hall – 11:00 AM

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

**Board Present:** Chuck Neubauer, Jon Beyer, Doug Marsden, Julie Mears, Jerry Migler, Tyler Rogers

**Staff:** Whitney Gonitzke, Executive Director; Glenore Gross, Administrative Assistant

**Visitors:** none

**Absent:** Jason Guss, Mike Foster, Jodi Atkinson

**MEETING AGENDA:**

1. Meeting called to order at 11:10 pm by Neubauer. Agenda change – move **2) Election** to end if time permits, add update on trails by Neubauer if time permits.

3. **Approve Minutes:** *M-Migler to approve January 31 minutes; MS-Mears. VV-MC.*

4. **Review/Approve Financials:** Board received copies of Balance Sheet, Budget Report, Profit & Loss by Class and Expense Report for January. Loan Report was reviewed, with updates as follows:

- Jerry Harris/Birchwood Patio has used various ‘doing business as’ names, details are being worked out related to Birchwood Patio Homes EDC loans connection; Migler reported the college is still in discussion with potential golf course ownership.
- Dragon Spray Coatings/Pure Aquatic Resources - nothing new.
- Roger Riley/the Preserve – Deed in Lieu is out; Foreclosure Notice to be published for three weeks.
- Boppre made no response to letter requesting full payment; now referred to collections.
- Add'l: Whitney noted that Louis Volk, purchaser of T & J Plumbing, recently passed away; he had just paid off the EDC loan in January. A sympathy card was sent to T & J Plumbing.

*M-Mears to approve the Financials, MS-Rogers. RCV- Marsden-Y, Migler-Y, Mears-Y, Beyer-Y Rogers-Y. MC.*  
[Migler left the meeting at this time.]

5. **Main Street Initiative Recap / PowerPoint Printed Report:** Whitney said she, Trudy Marum and Penny Nostdahl attended the Main Street Initiative presentation in Bismarck, a comparatively small number to attend for the size of the town. The breakout sessions offered good information. The I-Crowd meetings held to date give a good starting point to follow for the direction of the initiative. Next Steps provides the focus to continue discussion on goals to meet, beginning with beautification. Mears noted that Retail Alliance will start using the turtle as a local tourism point. Whitney added the turtle will be embraced as the mascot with plans for possible future development into sculptures around town. One project to consider is beautifying the entry to Bottineau’s north side. EDC, Chamber and Retail Alliance will work together to track progress on goals.

6. **Marketing the EDC Activities:** Whitney and Trudy have discussed with the Courant reserving a 3x5 site every other week to promote activities of EDC and Chamber; EDC annual cost will be \$450. *M-Beyer to approve expense of \$450 for annual cost of local promotion in the Courant, MS-Mears.* Marsden cautioned on the type of information that can or should be included. *RCV-Marsden-Y, Mears-Y, Beyer-Y Rogers-Y. MC.*

7. **EDC Grant Proposal:** Whitney reported that since some funding proposals require community matching funds, as with St Andrews employee retention grants, they cannot be totally done away with; however grants can be worked out between EDC and Bottineau Area Community Foundation (BACF). Discussion held on whether the intention was to give BACF seed money or annual contributions; Marsden is concerned that community contributions might be less if they see too much come in from other

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funding sources. Discussion will continue, including with Greg Bernstein, city council and Charlie Adams, County Commissioner.

- 8. Discussion on Terms – 10% Limit related to potential request:** Whitney requested confirmation of the stated limit that loans not exceed 10% of the package proposal since she has not located the source; it was confirmed as policy, also that there is a limit of 10% of EDC net worth to be applied to any single project. A proposal to purchase the drive-in includes ability to assume the seller's bank mortgages; board agreed that EDC loans should be renegotiated, not assumed, and confirm buyer is credit worthy.
- 9. Directors Report:**
- a) RLND – attended in Fargo immediately following Main Street Initiative meeting; good information on Fargo experience, that there is not instant gratification and is important to have property owners willing to work with property users.
  - b) Benchmark in Dunseith – Has an order to build an item to be sold in stores in neighboring states; will meet tomorrow for update.
  - c) New Daycare at the Lake – also current providers have been opening more spots due to hearing of the need, but there is still a large backlog of need.
  - d) RLND plans – will spend the week of March 19 in Washington DC.

**REPORTS/CORRESPONDENCE**

Neubauer reported on IMBA Trail Solutions with Forest Service and State Park input; doing feasibility-marketing-impact studies. Have done 46 previously in North America; average use of trails is 20,000 bikers per year; expect about 75 miles of local trails, could be done in 2-3 years at substantial cost, would need organization of volunteers to maintain, etc. Whitney added that research shows successful trail systems for bikers brings in dollars and related businesses.

The meeting was adjourned at 12 noon, followed by lunch and NDUS Listening Session with Chancellor Mark Hagerott and Vice Chancellor Phil Wisecup which the board and other city leaders were invited to attend.

Minutes compiled by Glenore Gross, submitted by Whitney Gonitzke

Next Board Meeting: Wednesday, March 28.