

**BOTTINEAU CO. ECONOMIC CORP.**  
Board Meeting Agenda  
**Wednesday August 25<sup>th</sup>, 2020**  
Annie's House Noon

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

**Board Present:** Jerry Migler, Chuck Neubauer, Alfred Sams

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

**Guest:** Courtney Vandal

**Absent:** Jon Beyer, Mike Foster, Doug Marsden, John Kersten, Jason Guss, Julie Mears

1) Welcome / Call to Order

Whitney called the meeting to order at 12:10 PM

2) Introductions. Announcement

Alfred Sams shared that he will be leaving his CEO position at St. Andrew's Health Center to become the CEO at St. Aloisius in Harvey, ND. This departure would vacate his board position. He invited Courtney Vandal, the CFO of St. Andrew's, as his replacement on the board

3) Approve Minutes of Previous Meeting

As our meeting was less attended, we did physically meet quorum for this approval of minutes. There will be an email vote to approve the minutes.

4) Approve Financials

- a) Narrative: 2 options. 1. Create a new QB acct just for GF. 2. Label as restricted, exclude class GF on 990.

Chuck Neubauer voted for option 2 as the board would still like to have some ownership of the Gateway Fund. Alfred Sams and Jerry Migler also agreed.

- b) Loan Report: Payroll program all added in. Should we extend payment relief?

Chuck Neubauer expressed extending the payment relief program until the end of the year if those who are taking advantage of it want to do so. Good faith practice.

5) Cowboys Bar

- a) See attached. (added in Memo/writeup)  
b) Request at 10% of total project cost.

Motion to approve the request at 10% of total project cost for Scott Davis to purchase Cowboys Bar. *M-Neubauer, MS-Vandal.*

6) Update on Loan Status

- a) Update on first position on loan.

7) Director Report

- a) Creating a new tracking doc. All loans and grants requiring job creation and/or retention are to be tracked by the assigned staff within the EDC in accordance with the job-retention and/or creation provisions of the loan or grant agreement, but not less than annually. New letter to go out with

annual interest paid docs in January.

- b) Memo and writeup process added in to procedures.
  - c) Assisted businesses prep and brainstorm for the ERG that went live 2 weeks ago.
  - d) Report out for tracking.
  - e) Bottineau will be site of 2021 EDND conference
- 8) Added Item to the Agenda – Chuck Neubauer asked to make the Turtle Mountain Trails Association (TMTA), a 501C3 non-profit organization. This umbrella would include other trail users such as: ATV, the IMBA, etc.

Meeting was adjourned: 12:50 PM