

**Martin County Economic Development Authority (MCEDA)**  
**January 10, 2011**  
**Board Meeting Room**

The meeting was called to order by President Sukalski at 5:21 p.m. Board members present were: Pierce, Clark, Schmidtke, and Boler. Absent: Grupe and one position vacant. Other present were: Scott Higgins, County Coordinator and Bryan Stading, RCEF Director, Jon Herzog, Business Facilitator for Martin County.

Motion by Clark, seconded by Boler to nominate and cast unanimously ballot for Lawrence Sukalski for President of the EDA, seconded by Boler for 2011. Carried unanimously.

Motion by Clark, seconded by Sukalski to nominate and cast unanimous ballot for Pierce as Vice President of the EDA for the year 2011. Carried unanimously.

Motion by Clark, seconded by Pierce to nominate and cast unanimous ballot for Randy Grupe as Secretary/Treasurer for the EDA for the year 2011. Carried unanimously.

Motion by Schmidtke, seconded by Pierce to approve the agenda as presented. Carried unanimously.

Motion by Pierce, seconded by Boler to approve the minutes of the November 8, 2010 regular meeting. Carried unanimously.

No Old Business

Stading reviewed the monthly client report with Board.

Herzog gave an update on various projects including business and community meetings letting people know what IGNITE is all about and the business facilitation services provided through the EDA.

Herzog reviewed the upcoming scheduled business education seminars, particularly the upcoming "Lean Manufacturing Principles" seminar. Herzog stated that fourteen attendees are needed and at this time we do not have the numbers to hold the seminar. The cost of the seminar is \$249 and it is an all day seminar. After discussion,

Motion by Clark, seconded by to approve and authorize scholarships in the amount of \$149 per person, not to exceed fourteen eligible individuals, if there is a need to reschedule the aforementioned seminar due to lack of participants. Carried unanimously.

Herzog asked if there were other ideas or suggestions that the Board would like to see him do on behalf of the EDA. Sukalski stated that it would be good if he would attend Bureau 14 (Fairmont Chamber Meeting). Herzog stated he would plan to attend.

Herzog informed the Board that he is looking to launch a new and more interactive website for IGNITE and listed options in order to get it completed. Discussion ensued on possible independent web designers. Herzog stated that there is an individual who would do this work professionally and would be willing to do it at a cost of a little over \$500.

Clark stated that we need to do what we can and we cannot necessarily expect to be everything to everyone and stated that they were doing a good job. Sukalski concurred.

Discussion ensued with the matter of establishing a revolving loan fund. Sukalski stated that he will work to set up a meeting with himself and a County Commissioner(s) to meet with another EDA that operates a revolving loan fund in order to get more information on establishing a revolving loan fund.

Sukalski stated that Bob Wallace (Fairmont Chamber of Commerce) requested funding in the amount of \$1,500 for the upcoming Area Career Exploration (ACE) event scheduled in April, and funding for next year's Martin County Leadership Program for FY12 in the amount of \$1,000. It was discussed the need for higher contributions to these successful programs and any amount above could be used in the future. After further discussion,

Motion by Sukalski, seconded by Schmidtke, Be It Resolved that the Martin County EDA hereby approve and authorize expenditure of \$2, 500 for the Area Career Exploration (ACE) and \$2,000 to be allocated to the Martin County Leadership Program. Carried unanimously.

Higgins presented the EDA By-Laws for review.

Motion by Peirce, seconded by Schmidtke, Be It Resolved that the Martin County EDA having reviewed the By-Laws of the EDA hereby affirms the EDA By-Laws as written. Carried unanimously.

Higgins presented a listing of the 2011 regular meeting dates for the EDA and requested that the Board establish their regular meetings for the year 2011. After discussion,

Motion by Pierce, seconded by Clark, Be It Resolved that the Martin County EDA approve the 2011 regular board meetings as presented, to be held on the second Monday of each month, at 5:15pm to be held at the Martin County Courthouse, in the Commissioners Board room, unless otherwise agreed upon by the majority of the EDA Board members. Carried unanimously.

Higgins also stated that the EDA By laws governed reimbursements for Board per diems and expenses. The current per diems are \$30 per meeting, not to exceed one per diem per day, and the mileage reimbursement followed the rate established by the County Commissioners, which for the year 2011 is .51 cent per mile (IRS rate).

Discussion ensued of proposing to increase per diems not to exceed the County Commissioners. After further discussion,

Motion by Clark, seconded by Pierce to revise the EDA By-Laws to reflect that per diems will not exceed the County Board of Commissioners established per diems; and to include the revisions for consideration for the next regular EDA meeting in February. Carried unanimously.

Higgins presented December 9, 2010 and January 10, 2011 bills for payment.

Motion by Clark, seconded by Pierce to approve the payment of bills for December 9, 2010 and January 10 2011, and to include a \$270 for mileage reimbursement for Jon Herzog, for a total amount of \$1,552.91. Carried unanimously.

Higgins presented and reviewed the CY2010 year to date budget revenue/expenditure reports, activity detail, and cash trial balance for the EDA fund. Higgins also reviewed the final approved EDA budget for CY2011.

By consensus, the Board set the next meeting for Monday, February 7, 2011 at 5:15 p.m. at the Martin County Courthouse.

Higgins reviewed the various reports and other information included listed in the board packet.

With no further business to wit,

Motion by Clark, seconded by Pierce to adjourn. Carried unanimously.

Meeting adjourned at 6:44p.m.

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Lawrence Sukalski, President, MCEDA

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Attest: Chris Pierce, Vice President, MCEDA