

**Martin County Economic Development Authority (MCEDA)**  
**October 8, 2007**  
**Commissioner Board Room**

The meeting of the Martin County Economic Development Authority (MCEDA) was called to order by Chairman Sukalski at 5:25 p.m. Those present were: Pierce, Kotewa, Sukalski, Boler and Schmidtke Absent: Clark and Grupe. Others present were Scott Higgins, County Coordinator, Bryan Stading, RCEF Facilitator, Jennifer Brookens, Sentinel Reporter, and members of the public.

Motion by Boler, seconded Schmidtke to approve the agenda. Carried unanimously

Motion by Schmidtke, seconded by Pierce to approve the minutes of the September 29, 2007 with corrections to those in attendance. Carried unanimously.

**OLD BUSINESS**

Higgins stated that MCIT has provided information regarding the insurance coverage for the EDA that separate coverage is needed if the EDA is a separate Joint Powers Board. Higgins further stated that it appears the EDA is covered under the county's insurance coverage as it would for any other county appointed advisory Board or Commission.

No action taken on the proposed By-Laws.

**NEW BUSINESS**

Discussion ensued regarding establishment of the entrepreneur and small business facilitation process.

Stading was on hand to share with the Board that establishment of such a facilitation process takes time to ramp up. Stading stated that he would be willing to help develop a kick off event promoting the entrepreneur and small business facilitation. This would include Press releases, talking with Civic groups, Chambers, Cities, and other pertinent groups in the county. The purpose would be to create awareness of the facilitation process. This event would allow individuals to meet face to face with other businesses to assist them with their business ideas and plans.

Pierce inquired what size business network show we be working with.

Stading stated that this would include as many as the Board would feel necessary (i.e. bankers, accountants, attorneys). The SBDC could be a part of the network and referrals system. However, there is no magic number. Most of the people involved with the various aspects of business like to give back.

There was discussion on scheduling a date for this event and a facility to host it. Stading suggested that the event be held at MSU in Mankato and could involve Blue Earth, Martin, and Faribault counties. After discussion,

Motion by Kotewa, seconded by Pierce to approve hosting an entrepreneur and small business facilitation program kick off event on November 29, 2007 from 5p.m.-7 p.m. in Fairmont. Ayes: Schmidtke, Boler, Pierce, Kotewa, Sukalski. Nays None

Higgins presented a draft job description for an EDA Director and document on responsibilities and qualifications of a business facilitator. After discussion, it was the consensus of the Commission to not hire EDA Director at this time and develop a job description for a business facilitator position. Commission asked that a draft job description be developed for a review at the next Commission meeting.

## REPORTS

Higgins reminded the Commission members that the Business Retention and Expansion workshop rescheduled for Monday, October 29, 2007 beginning at 9am at the Southern Minnesota Education Campus (SMEC) Lecture hall and to let Scott or Julie know if you are planning on attending. Registrations are due October 19th. Pierce and Schmidtke stated that they were planning to attend.

The next meeting was set for Monday, October 29, at 2:30 pm in the County Board room.

With no further business, Motion by Schmidtke, seconded by Kotewa to adjourn. Carried unanimously. The meeting adjourned at 6:38pm.

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Lawrence Sukalski, MCEDA Chair

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ATTEST: Chris Pierce, Secretary/Treasurer