

Martin County Economic Development Authority
November 3, 2008, 5:00pm
Commissioners' Board Room

Meeting Called to order by Secretary/Treasurer Pierce at 5:10 p.m. Members present were: Grupe, Clark, and Boler. Others present were S. Higgins, County Coordinator and Bryan Stading, Director, RCEF.

Pierce asked for additions to the agenda. There were none.

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

Motion by Clark, seconded by Grupe, to approve the minutes of the September 2, 2008 and September 15, 2008 meetings. Carried unanimously.

No action taken on finalizing priorities and objectives for the EDA.

Discussion ensued on EDA subcommittee appointments. It was discussed on possible ways to get volunteers to serve. It was also suggested to advertise for volunteers in the newspaper or morning radio show (KSUM). Higgins stated that the county has a form that the committee volunteers would need to fill out. This would help in the screening process. After further discussion,

Motion by Grupe, seconded by Boler, Be It Resolved that the Martin County EDA approve the process on obtaining names of county residents who may wish to serve on EDA sub-committees; and approve advertising in the Sentinel as well as the morning show with KSUM. Carried unanimously.

Linda Meschke, President of Rural Advantage was present and gave an update on the Pyrolysis project.

Stading reviewed the revised consultant agreement between the Martin County EDA and the Riverbend for Entrepreneurial facilitation (RCEF). Stading stated that language was revised in a couple areas of the grant (pointing them out) in order to be in compliance with the requirements of the DEED grant. The hourly fee remains at \$50/hour and mileage reimbursements for services provided to the Martin County EDA.

Stading reviewed the monthly client contact list, stating that there were six new clients for the month of October.

Motion by Clark, seconded by Boler to receive and file the monthly client contact report from the Riverbend for Entrepreneurial Facilitation for the month of October. Carried unanimously.

Clark inquired whether or not those who have met with Stading for consultation service received follow up contact.

Stading responded in the affirmative. Stading further stated that it would be an asset to the IGNITE entrepreneurial facilitation program if there were business resources available from the local area for these business contacts. Clark concurred and inquired what the best way to proceed is. Stading responded that the easiest way would be to have business cards available for the clients. It is typical that the business resources will provide a half hour of free consultation.

Motion by Clark, seconded by Boler to approve the recruitment and establishment of a business resource contact list for various types of business services to those looking to start new businesses or existing businesses. Carried unanimously.

Discussion ensued on the need to have an intern put together such a listing as well as putting together a county inventory of for economic development purposes. Stading stated that MSU does have a business school and would be a good place to hire an intern from.

Motion by Clark, seconded by Grupe to approve and authorize recruitment of an intern for the IGNITE program; and to conduct work in building a list of business resource contacts, a economic development inventory of the county, to assist the Martin County EDA and other projects as necessary. Carried unanimously.

Higgins reviewed the grant contract agreement between DEED and the Martin County EDA requesting approval. Higgins stated that the grant is for FY09 (July 1, 2008-June 30, 2009). The total budget for FY09 is \$187,356 (which includes the grant amount and required match). The amount of the grant available for FY2009 is \$94,178, which requires a dollar for dollar match from the EDA. Higgins stated that the original grant amount for the new contract is \$49,000; however, there was a balance or carry over from the previous fiscal year of \$45,178 to the FY09. Higgins reviewed the proposed FY09 grant budget with the Board, which included wages, consultant fees (RCEF), program and events, and office expenses. Clark requested a year end budget report for FY08. After further discussion,

Motion by Grupe, seconded by Boler, Be It Resolved that the Martin County Economic Development Authority hereby approve and authorize the EDA President to sign the grant contract between the Department of Employment and Economic Development (DEED) and the Martin County Economic Development Authority for FY09 in the amount of \$94,178; and to approve the match required for the grant; and to allow for EDA Board review. Carried unanimously.

Motion by Grupe, seconded by Clark to approve and ratify payment of bills for the months of October and November 2008. Carried unanimously.

Higgins reviewed the reports and information included in the Board packets including the Core Four Business Planning Courses to be held on November 11, 18, 25, and December 2, 2008, which is co-sponsored by IGNITE.

By consensus, the next regular meeting will be held on Monday, December 1, 2008 at 5:00pm in the Board room.

With no further business to wit, Pierce adjourned the meeting at 6:17p.m.

Lawrence Sukalski, MCEDA Chair

ATTEST: Chris Pierce, Secretary/Treasurer