

Martin County Economic Development Authority (MCEDA)
Organizational Meeting Minutes #3
August 6, 2007
Commissioner Board Room

The third organizational meeting of the Martin County Economic Development Authority (MCEDA) was called to order by Chairman Sukalski at 4:00p.m. Those present were: C. Pierce, D. Schmidtke, J. Boler, W. Kotewa, and J. Clark Absent: R. Grupe. Others present were Scott Higgins, County Coordinator and Robert Gunther, State Representative 24A. Bryan Stading, Riverbend Center for Entrepreneurial Facilitation (RCEF) Facilitator, Kay Sauk, Kim Hansen (from Women Inc.), Ruth Theobold,(Ad Pros), Jerry Rollins, Kathy Davis (RCEF Board Members), Gail Jones, Faribault County EDA Director.

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

Higgins provided the minutes for the previous two meetings. Board will review and approve next meeting.

Introductions were made by both the Board and guest present.

OLD BUSINESS

Higgins stated that in Board packets there is a summary of the DEED's grant opportunity and request for proposals (RFP) for Development of Entrepreneurs and Small Businesses in Faribault and Martin Counties. Gunther reviewed the legislation passed this year providing for first year grant of \$49,000 with required match by the requestor dollar for dollar (\$49,000). This is a two year grant opportunity. Grant Proposals are due Sept. 7, 2007.

Stading, RCEF Facilitator, informed the Commission of what the RCEF does. He further stated that RCEF does not turn anyone away if request services. Have worked with clients from 13 different states. We have had clients send us the prototype of their product and ask what to do with it. Asked to assist in getting patents. RCEF is not an EDA.

Sauk, (Women Inc.) provided testimony and the need for services like RCEF has provided for the development of her business.

Theobold, (Ad Pros), also gave testimony of the services RCEF provided.

Hansen stated the need for such services as RCEF to start help those who are have an idea and are looking to do something with their ideas or product.

Rollins, (MNStar Bank), Board member of RCEF presented information on the make up of the RCEF Board and how RCEF can assist local businesses or individuals getting started in business. The individual needs to know what resources are available as well as funding. RCEF total budget is approximately \$58,000

Davis, RCEF Board member, stated her position on the Board is to work with the politicians and economic development in general.

The Chair thanked all the guests for their presentations.

Clark stated that there would not be a need to create a new model such as the one RCEF has established. The need is to find an individual with the appropriate qualifications and background to do the type of work RCEF is doing.

Boler stated the need to have RCEF help us with the RFP for the grant.

Jones suggested that Martin and Faribault partner together and possibly share a person between the two counties.

Clark reiterated the need to get a program going. Further stating that the EDA could serve as the steering committee and establish a Board of Directors and help to determine the direction for this program.

Pierce stated the need to make sure participants must be invested in this program.

After further discussion,

Motion by Clark, seconded by Kotewa, Be It Resolved that the MCEDA approves and authorizes submitting a Request for Proposal to the Department of Employment and Economic Development (DEED), for the Development of Entrepreneurs and Small Businesses in Faribault and Martin Counties grant for \$49,000 for CY2008; and approve the required match of \$49,000; and to recommend to County Board of Commissioners approval and to include \$49,000 in CY2008 EDA budget for the required match for the grant. Carried unanimously

Clark suggested that the RFP include a statement that an Ex-officio Advisory group would be formed to advise and work with the Facilitator and that each city in the county would have a representative on the advisory committee.

Commission to review the grant RFP during the next meeting.

Higgins informed the Commission that a draft copy of the EDA Bylaws were included in the packets for review. Due to lack of time. Chairman Sukalski suggested that each member review before the next meeting. If you have any suggested revisions to send them to Higgins before the next meeting.

NEW BUSINESS

CY2008 proposed budget request. The Commission stated the need to add \$49,000 into the budget request for CY2008 for match dollars for the DEED grant.

Higgins suggested that the EDA may want to consider organizing subcommittees within the Board such as marketing committee, revolving loan committee, special projects, etc. It was suggested that the Board would continue to review.

REPORTS

Higgins stated that he had been contacted by David Nelson, University of Minnesota Extension Educator, regarding setting a date for the Business Retention and Expansion (BRE) workshop to be held here in Fairmont and suggested dates were provided. The workshop would be from 9:00a.m.-1:00p.m. and the fee is \$50 per person or \$25 (for 4 or more persons) and would include a lunch.

By consensus, the Commission approved September 19th to hold the Extension BRE workshop, preferably in the afternoon. Otherwise the morning would work too.

The next meeting was set for Monday, August 27, 2007 at 5:15 pm in the County Board room.

With no further business, motion by Kotewa, seconded by Boler to adjourn. Carried unanimously. The meeting adjourned at 6:15pm.

Respectfully Submitted,

Scott Higgins

Martin County Coordinator