

Jim Jesse, Chairman
Aaron Bowron, Vice President
Linda Wayne, Treasurer
Virginia Lee, Secretary

Mike Ascione, Director
Al Dimon, Director
Lon Husbands, Director
Alan McCullen, Director
Frank Pflum, Director

The Economic Development Corporation of the County of Kalkaska **BOARD OF DIRECTORS AGENDA EXPLANATION**

DATE: March 30, 2010
TO: Board of Directors
FROM: Jim Jesse, Chairman
SUBJECT: Explanation of Agenda Items for April 6, 2010 Board Meeting

CALL TO ORDER and ROLL CALL

APPROVAL OF AGENDA

PUBLIC INPUT

APPROVAL OF MINUTES

Approval of Minutes dated March 2, 2010 (*see attached pages 2 - 4*). *Materials submitted for inclusion with the minutes are on file with the recording secretary and County Clerk. Attachments will be provided upon request.*

TREASURER'S REPORT & APPROVAL OF BILLS

The Treasurer's Report will be provided at the meeting by Treasurer Linda Wayne.

COMMITTEE REPORTS

Brownfield Taskforce – Aaron Bowron
Consortium Committee – Al Dimon
Executive Committee – Jim Jesse
Fundraising Committee – Alan McCullen
Loan Committee – Linda Wayne
Personnel Committee – Al Dimon
Public Relations Committee – Aaron Bowron

OLD BUSINESS

Broadband Update – Deb Kimball, Kalkaska County Board of Commissioners

NEW BUSINESS

Kalkaska County Board of Commissioners Budget Update – Jim Jesse, Chairman

TBEDC Contributions to Date – Linda Wayne, Treasurer

ADJOURN

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION
OF THE COUNTY OF KALKASKA – BOARD OF DIRECTORS
TUESDAY, MARCH 2, 2010 – 9:00 A.M.
KALKASKA COUNTY GOVERNMENT CENTER
BOARD OF COMMISSIONERS CHAMBERS**

ATTENDANCE

Directors Present

Aaron Bowron
Linda Wayne
Jim Jesse
Lon Husbands
Al McCullen

Directors Absent

Al Dimon
Mike Ascione
Frank Pflum

TBEDC Staff Present

Andi Wagenschutz

BOC County Liaison

Deb Kimball

Public Present

Jim Austin

CALL TO ORDER and ROLL CALL

The meeting was called to order at 9:15 a.m. by Chairman Jim Jesse. Roll was called. All directors were present except Al Dimon, Mike Ascione and Frank Pflum.

APPROVAL OF AGENDA

Aaron Bowron requested Recovery Zone Bonds be taken out as there is nothing to report. He also asked to change the word meeting to luncheon under Old Business.

Jim Jesse asked to add these items to the agenda:

- Old Business-Surety Bond for the treasurer
- Old Business-BOC action on Recovery Zone
- Approval of Minutes-Add minutes of January 5, 2010
- Executive Committee
 - Schedule for 2010 Meetings
 - List of 2010 Board of Directors with terms
 - 2010 Board of Directors Roster
 - Committee Appointments/Fiscal Year 2010
 - "Amended" 2010 Budget
 - Letter to Board of Commissioners requesting \$6500
 - Letters to Virginia Lee from the KEDC and BOC

Aaron Bowron moved to approve the agenda with corrections, supported by Linda Wayne. All yeas, motion carried.

APPROVAL OF MINUTES

Jim Jesse wanted the record to show that the meeting minutes from January 5, 2010 were presented for approval. Al McCullen made the motion to approve the minutes from the January 5, 2010 Special Meeting, supported by Linda Wayne. All yeas, motion carried.

Jim Jesse noted that Under Public Present to change Lon Nemeth to Lou Nemeth.

Aaron Bowron moved to strike Deb Kimball from the Directors Present column; she should be under Board of Commissioner County Liaison column.

Linda Wayne mentioned that under Recovery Zone Bonds to correct include din to be included in.

Aaron Bowron asked to strike out Meeting reconvened at 10:05am under Recovery Zone Bonds

Linda Wayne moved to approve the minutes with corrections from the February 2, 2010 KEDC meeting, supported by Al McCullen. All yeas, motion carried.

TREASURERS REPORT AND APPROVAL OF BILLS

Linda Wayne provided the following financial report for February 4-March 1, 2010:

General Account: \$2,222.08 (expenses \$177.35) Balance \$2,044.72

FDA Savings Account: \$26,725.51 (No interest for February due to it being the 1st of March) Balance \$26,725.51.

Loan Account: \$25,857.90 (No interest, plus deposit for \$622.12 (2 loan payments from N. Oil and Well) Balance \$26,480.02

CD's: \$56,045.65 matures 6/19/10 (earning 2.84% interest \$1,089.77 YTD); \$28,240.88 matures 9/22/2010 (Earning 4.50% \$1,779.43 YTD).

Aaron Bowron questioned the amount being paid to Linda Wayne. Jim Jesse clarified that this is for 2 months and includes all expenses which she adds to her per -diem.

Linda Wayne stated that she had a check from Kalkaska Township for \$1,500.00 (2nd and 3rd quarter) to deposit and to pay per-diem.

Linda Wayne made a motion to accept the Treasurers report, make the deposit and to pay per-diem as presented, supported by Aaron Bowron. Roll call vote: Linda Wayne-Yes; Aaron Bowron-Yes; Lon Husbands-Yes; Al McCullen-Yes; Jim Jesse-Yes. All yeas-motion carried.

COMMITTEE REPORTS

Brownfield Taskforce Report – No Report

Consortium Committee – No Report

Executive Committee –Jim Jesse

- Schedule for 2010 Meetings
Schedule was handed out. Al McCullen moved to approve the 2010 Schedule of Meetings as presented, supported by Lon Husbands. All yeas, motion carried.
- Handouts
 - List of 2010 Board of Directors with terms
 - 2010 Board of Directors Roster/Contact info
- Committee Appointments/Fiscal Year 2010-Handout given
Al McCullen moved to adopt the Committee appointments as presented, supported by Linda Wayne. All yeas, motion carried.
- "Amended" 2010 Budget-Handout
Jim presented the amended budget to the directors. Linda Wayne moved to approve the Amended 2010 Budget as presented, supported by Aaron Bowron. Roll call vote: Linda Wayne-yes; Aaron Bowron-yes; Al McCullen-yes; Lon Husbands-yes; Jim Jesse-yes. All yeas, motion carried.
- Letter to the Board of Commissioners
Jim Jesse presented a letter to the Kalkaska County BOC requesting \$6,500 that had been budgeted for The Economic Development Corporation of the County of Kalkaska, as per the 2010 Kalkaska County Budget. Aaron Bowron moved to approve the letter, supported by Linda Wayne. All yeas, motion carried.
- Letter to Virginia Lee-Handout
Jim Jesse read two letters sent to Virginia Lee, thanking her for the many years of service and accepting her resignation from the KEDC and the Kalkaska BOC.

Fundraising Committee – Al McCullen: Nothing to report.

Loan Committee –Linda Wayne: Nothing to report. Jim Jesse asked that the Loan Committee revisit the loan application fee.

Personnel Committee –Al Dimon: With Al being absent, Linda Wayne mentioned that she and Al talked about filling Virginia Lee's seat. Currently they are seeking referrals for this position. Jim Jesse mentioned that he would like to see about an ex-officio student attending the KEDC meetings.

Public Relations Committee – Aaron Bowron: No Report

OLD BUSINESS

Joint Annual Luncheon

Jim Jesse gave an update on the Joint Annual Luncheon. Jim stated that there would be a charge of \$20 for the luncheon. Aaron Bowron mentioned that he was not aware that there was going to be a charge for this luncheon and that this decision was made at the Luncheon Committee meeting on February 9th which he was unable to attend. Discussion followed. Aaron Bowron made a motion that he would contact Douglas Luciani, President & CEO of the Traverse City Area Chamber of Commerce, to wave fee for the luncheon, if not then the KEDC Board members would submit this on their per-diem, supported by Linda Wayne. All yeas, motion carried.

Surety Bond for the Treasurer

Jim Jesse asked Aaron Bowron to read the by-laws regarding the treasurer being bonded. Linda Wayne will look into options for getting bonded. Deb Kimball will do some research to see if Linda Wayne would be eligible under the County. Aaron Bowron suggested that Linda Wayne come back with a few quotes.

Recovery Zone Bonds

Jim Jesse asked Al McCullen if the Recovery Zone Bond was ever put on the BOC agenda. Al McCullen stated that it was and it was approved by resolution. The Kalkaska County Board of Commissioners declared the entire county a recovery zone.

Broadband Initiative

Deb Kimball wanted to get input from the KEDC board on who could take the lead in overseeing the broadband initiative after the initial phases are completed. She wanted to know if the KEDC would want to take on that roll. She also mentioned that this only to get a feeling and nothing has be decided or even mentioned to the BOC. Discussion followed.

NEW BUSINESS

ADJOURNMENT

Upon a motion made by Aaron Bowron to adjourn the meeting and supported by Linda Wayne the meeting adjourned at 11:15am.

Respectfully Submitted,
Andi Wagenschutz