

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**

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**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 1<sup>st</sup> 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 (2<sup>nd</sup> 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 9<sup>th</sup> 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