

Jim Jesse, Chairman
Aaron Bowron, Vice Chair
Linda Wayne, Treasurer
Al Dimon, Secretary

Mike Ascione, Director
Truman Bicum, 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 29, 2011
TO: Board of Directors
FROM: Jim Jesse, Chairman
SUBJECT: Explanation of Agenda Items for April 5, 2011 Board Meeting

CALL TO ORDER and ROLL CALL

APPROVAL OF AGENDA

PUBLIC INPUT

APPROVAL OF MINUTES

Approval of Minutes dated November 10, 2010 (pages 8 – 10)
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 – Linda Wayne

- *Treasurer's Report & Approval of Bills from November 1, 2010 - Present*

TBEDC UPDATE

- Update from Phil Franzo and Rob Richardson from the TBEDC

COMMITTEE REPORTS

*Brownfield Taskforce – Aaron Bowron
Consortium Committee – Al Dimon
Executive Committee – Jim Jesse
Funding Committee – Mike Ascione
Loan Committee – Linda Wayne
Personnel Committee – Al Dimon
Public Relations Committee – Aaron Bowron*

OLD BUSINESS

- Report from Truman Bicum
- Report from Al Dimon - Kalkaska Township Contribution
- Updating Membership of the Board
- News Release on the Student Ex-Officio Board Appointment

NEW BUSINESS

- Election of 2011 Officers – Al Dimon
- BOC Liaison Appointment
- Funds from Board of Commissioners 2011 Budget – Al McCullen
- Standing Committees – Jim Jesse
- Board Input on TBEDC Contribution for 2011 – Jim Jesse
- News Release on Student Board Member - Jim Jesse

ADJOURN

**EDC
MONTHLY FINANCIAL STATEMENT REPORT**

From NOVEMBER 1, 2010 To JANUARY 30, 2011

Account # 01182037152 GENERAL CHECKING

Beginning Balance \$ 5712.30

Deposits: \$ 0

Interest: \$ 0

TOTAL DEPOSITS: \$ 0

LESS EXPENSES:

Ck# <u>1506</u>	To: <u>JIM JESSE</u>	<u>\$ 12.50</u>
Ck# <u>1507</u>	To: <u>LINDA WAYNE</u>	<u>\$ 95.00</u>
Ck# <u>1508</u>	To: <u>TBEDC</u>	<u>\$ 1000.00</u>
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____
Ck# _____	To: _____	\$ _____

TOTAL AMOUNT OF CHECKS WRITTEN: \$ 1107.50

ENDING BALANCE AS OF JANUARY 30, 2011 \$ 4604.80

**EDC
MONTHLY FINANCIAL STATEMENT REPORT**

From NOVEMBER 1, 2010 To JANUARY 30, 2011

Account # 01182037149 USDA SAVINGS

Beginning Balance \$ 27,960.53

Deposits: \$ 396.68

12/17 \$396.68 CD INT

Interest: 11/30/10 \$1.15
12/31/10 \$1.20 \$ 2.35

TOTAL DEPOSITS: \$ 399.03

LESS EXPENSES:

Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
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Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$

TOTAL AMOUNT OF CHECKS WRITTEN: \$ 0

ENDING BALANCE AS OF JANUARY 30, 2011 \$ 28,349.56

**EDC
MONTHLY FINANCIAL STATEMENT REPORT**

From November 1, 2010 To JANUARY 31 2011

Account # 056016328 SAVINGS

Beginning Balance

\$ 29,010.41

Deposits:

\$ 1690.04

11/5 622.12 OLDMILL

1/25 1067.92 OLDMILL

Interest: 11/30/10 \$243

12/31/10 2.51 \$ 4.94

TOTAL DEPOSITS:

\$ 1694.98

LESS EXPENSES:

Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
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Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$
Ck#	To:	\$

TOTAL AMOUNT OF CHECKS WRITTEN:

\$ 0

ENDING BALANCE AS OF JANUARY 31 2011

\$ 30,705.39

**EDC
MONTHLY FINANCIAL REPORT
JANUARY 31, 2011**

Certificate of Deposit #07-154404076 at 2.84%	\$56,045.65
Matures June 19, 2011	
Interest Earned \$1,647.74	
Certificate of Deposit #07-154479179 at 1.39%	\$29,529.37
Matures September 21, 2012	
Interest Earned \$113.49	

2011 – 2012
KALKASKA COUNTY BOARD OF COMMISSIONERS

DISTRICT #1 ANTONIO MARTINI 7306 ROUND LAKE ROAD, RAPID CITY MI 49676 231-322-4308
REPRESENTS CLEARWATER TOWNSHIP
Email: jnaasko@kalkaskacounty.org

DISTRICT #2 STUART MCKINNON PO BOX 476, ALDEN MI 49612 231-313-5807
REPRESENTS COLDSRING AND RAPID RIVER TOWNSHIPS
Email: jnaasko@kalkaskacounty.org

DISTRICT #3 MICHAEL COX 4360 SPENCER ROAD, KALKASKA MI 49646 231-258-2377
REPRESENTS BEAR LAKE, BLUE LAKE, EXCELSIOR AND OLIVER TOWNSHIPS OR 231-384-4060
Email: mike@npinsurance.net

DISTRICT #4 DAVID RITTER 5200 GALLATIN ROAD SW, FIFE LAKE, MI 49633 231-409-7350
REPRESENTS GARFIELD, ORANGE AND A PORTION OF SPRINGFIELD
Email: COMMISHRITTER@PROVIDE.NET

DISTRICT #5 CARROLL SEXTON 5386 SCENIC VIEW DRIVE, SOUTH BOARDMAN, MI 49680 231-369-2944
REPRESENTS BOARDMAN AND THE REST OF SPRINGFIELD TOWNSHIP
Email: carrollsexton@yahoo.com

DISTRICT #6 DEBRA KIMBALL 3843 COUNTY ROAD 612 NE, KALKASKA MI 49646 231-258-9824
REPRESENTS KALKASKA TOWNSHIP OR 231-384-2265
Email: dkimball612@hotmail.com

DISTRICT #7 CRAIG WOOD PO BOX 465, KALKASKA MI 49646-0465 231-258-3336
REPRESENTS THE VILLAGE OF KALKASKA
Email: cwood@kalkaskavillage.com

CHAIRPERSON: MICHAEL COX
VICE CHAIRPERSON: STUART MCKINNON

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION
OF THE COUNTY OF KALKASKA – BOARD OF DIRECTORS
WEDNESDAY, NOVEMBER 10, 2010– 9:00 A.M.
KALKASKA COUNTY GOVERNMENT CENTER
BOARD OF COMMISSIONERS CHAMBERS**

ATTENDANCE

<u>Directors Present</u>	<u>Directors Absent</u>	<u>TBEDC Staff</u>	<u>BOC County</u>	<u>Public Present</u>
Linda Wayne	Lon Husbands	<u>Present</u>	<u>Liaison</u>	
Jim Jesse	Al Dimon	Tino Breithaupt		
Al McCullen	Mike Ascione	Rob Richardson		
Truman Bicum	Aaron Bowron	Phil Franzo	<u>Student Ex-</u>	
Frank Pflum		Andi Wagenschutz	<u>Officio</u>	
			Jordan Gunderson	

CALL TO ORDER and ROLL CALL

Meeting was called to order at 9:04 a.m. by Chairman Jim Jesse. Roll was called. All directors were present with the exception of Lon Husbands, Aaron Bowron, Al Dimon & Mike Ascione. Jordan Gunderson the Student Ex-Officio was also present.

INTRODUCTION OF THE NEW STUDENT EX-OFFICIO

Jordan Gunderson introduced herself to the Board. Jordan is senior at Kalkaska High School, is the President of National Honor Society, has held offices in Key Club, enjoys volunteering and has worked with United Way. She has also served on the YAK Board and is currently taking college courses at NMC. Jordan is planning to attend Grand Valley State University to pursue studies in the medical field. Directors introduced themselves to Jordan.

APPROVAL OF AGENDA

- Chairman Jim Jesse made the following changes to the agenda under New Business:
 - Change Al Dimon's name to Jim Jesse for reporting Nominations for Office & Member Term Expiratons
 - 2011 Budget BOC
 - TBEDC 4th Quarter Contribution
 - Kalkaska Township Report
- Jim Jesse asked that the word Fundraising be changed to Funding under Committee Reports.
- Linda Wayne asked to add Discussing Interest from CD's

Frank Pflum made the motion to approve agenda with changes, supported by Linda Wayne. All yeas, motion carried.

APPROVAL OF MINUTES

Linda Wayne made the motion to approve the minutes from the September 7, 2010 meeting, support by Frank Pflum. All yeas, motion carried.

PUBLIC INPUT

No Public Present

TREASURERS REPORT AND APPROVAL OF BILLS

Linda Wayne provided the following financial report dated September 1 – October 31.

General Account: \$7,382.72 (expenses \$2,095.42; deposit \$425.00) Balance \$5,712.30

FDA Savings Account: \$27,546.03 (interest \$3.46; deposit \$404.50) Balance \$27,950.53.

Loan Account: \$28,383.00 (Interest \$5.29, Two (2) loan payments from the Mill \$622.12 Total deposit \$627.41) Balance \$29,010.41

CD's: \$56,045.65 matures 6/19/11 (earning 2.84% interest earned but not paid \$222.31 YTD); \$29,529.37 matures 9/21/2011 (Earning 1.39% \$53.94 YTD).

Linda Wayne made the motion to approve the Treasures Report and pay per-dium, supported by Truman Bicum. Roll call vote was taken: Linda Wayne-yes; Truman Bicum-yes; Jordan Gunderson-yes; Al McCullen-yes; Frank Pflum-yes; Jim Jesse-yes. All yeas, motion carried. All yeas, motion carried.

TRAVERSE BAY EDC MONTHLY REPORT

Rob Richardson from the TBEDC & Council of Governments complimented the KEDC Board for having a Student ex-officio invited to serve as a non-voting member of the Board. Richardson provided a brief update of his work in Kalkaska.

Phil Franzo was introduced as the new Director of Business Development with the TBEDC. Franzo shared with the Board his roll with the TBEDC and how he would be working within Kalkaska County. Specifically, Franzo will be working to schedule retention visits in Kalkaska. He did mention that he had a retention visit with Wayne Wire, but they had to be rescheduled to December. Jim Jesse asked that the KEDC be informed when a retention meeting is set up in Kalkaska as the KEDC would like to have representation at these meetings. Phil agreed to let the KEDC know when these meetings are scheduled.

Tino Breithaupt-Senior Vice President of the TBEDC provided a list of top employers in the region. He asked for input on the list and asked if there were any businesses that should be added. Discussion followed. Breithaupt also shared some of the new roles that Phil Franzo will be filling in regards to the Kalkaska area.

COMMITTEE REPORTS

Brownfield Taskforce Report – Aaron Bowron: No Report

Consortium Committee – Al Dimon: No Report

Executive Committee – Jim Jesse: No Report

Funding Committee – Mike Ascione: No Report

Loan Committee – Linda Wayne: Loan is current but \$50 in late fees still owed.

Personnel Committee – Al Dimon: No Report

Public Relations Committee – Aaron Bowron: No Report

OLD BUSINESS

None.

NEW BUSINESS

Nominations for Office - Chairman Jim Jesse: Mentioned that Board nominations would be held at the January Board meeting.

Member Term Expirations - Chairman Jim Jesse: Mentioned that there no terms set to expire.

Contributions to TBEDC - Jim Jesse: Al McCullen made a motion to make the 4th Quarter payment to the TBEDC, supported by Linda Wayne. Roll call vote: Al McCullen-yes; Linda Wayne-yes; Truman Bicum-yes; Frank Pflum-yes; Jordan Gunderson-yes; Jim Jesse. All yeas, motion carried.

Discussing interest from CD's-Linda Wayne: Treasurer Linda Wayne asked for the Board's input on where the interest from the CD's should be deposited. It is currently going into the Loan Fund, and there had been some discussion in the past on whether these funds should be deposited into the General Fund or the Loan Fund. Al McCullen stated that he thinks that there should be no changes, Frank Pflum agreed. The Board was in agreement to continue to have this interest go into the Loan Fund.

2011 Budget BOC - Jim Jesse: Jim Jesse shared with the Board the working 2011 budget from the Board of Commissioners. The BOC has \$2,000 in the budget for the KEDC, \$0 going to the TBEDC. Al McCullen gave the background on how the BOC came up with the budget. Again, Chairman Jim Jesse made it clear that this is a working budget and could change.

Kalkaska Township Report-Jim Jesse: Jim Jesse gave Al Dimon's report from the Township. The Kalkaska Township is being audited and the auditor said that it is illegal for the Township to be giving to the KEDC. Jim asked Tino Breithaupt of the TBEDC if he had heard of this - Tino is unaware of this in any other EDC. Discussion followed. It was decided that more information on this audit is needed.

ADJOURNMENT

Upon a motion made by Frank Pflum to adjourn the meeting and supported by Linda Wayne the meeting adjourned at

Respectfully Submitted,
Andi Wagenschutz