

**MINUTES OF THE ECONOMIC DEVELOPMENT CORPORATION
OF THE COUNTY OF KALKASKA – BOARD OF DIRECTORS
TUESDAY, DECEMBER 1, 2009 – 9:00 A.M.
KALKASKA COUNTY GOVERNMENT CENTER
BOARD OF COMMISSIONERS CHAMBERS**

ATTENDANCE

Directors Present

Aaron Bowron
Al Dimon
Jim Jesse
Virginia Lee
Linda Wayne
Al McCullen

Directors Absent

Mike Ascione
Lon Husbands
Lou Nemeth
Frank Pflum

TBEDC Staff Present

Tino Breithaupt
Andi Wagenschutz

Public Present

Lori Meeder
Jim Austin
Joe Bottenhorn

CALL TO ORDER and ROLL CALL

The meeting was called to order at 9:06 a.m. by Chairman Jim Jesse. Roll was called. All directors are present minus Mike Ascione, Lon Husbands, Frank Pflum and Lou Nemeth. Al McCullen was called in place of Lou Nemeth.

APPROVAL OF AGENDA

Aaron Bowron asked to give an update on the Traverse Bay Economic Development Corporation (TBEDC) task force and TBEDC November 09 meeting after the TBEDC Monthly Report. Linda Wayne moved to approve the agenda with changes, supported by Aaron Bowron. All yeas, motion carried.

APPROVAL OF MINUTES

Aaron Bowron noted:

- Under New Business it should state “Aaron Bowron attended a recent meeting of the TBEDC Funding Task Force Committee with EDC liaisons from Benzie, Leelanau, Grand Traverse and Kalkaska along with Tino Breithaupt and Doug DeYoung.”
 - Under Cherry Capital Connection it should state American Recovery & Reinvestment Act.
 - Under Public Relations Committee change Linda to the editor of The Traverse City Business News.
- Al Dimon moved to approve the minutes with changes, supported by Aaron Bowron. All yeas, except Virginia Lee wished to abstain because she was not at the last meeting, motion carried.

TREASURER’S REPORT AND APPROVAL OF BILLS

Jim Jesse gave a bill from the TBEDC to Linda Wayne.

Linda Wayne provided the following financial report for October 1-December 1, 2009:

General Account: \$3,740.23 (expenses \$327.08) Balance \$3,413.15

FDA Savings Account: \$26,311.00 (\$4.47 interest for October, no interest for November due to it being the 1st of December) Balance \$26,315.47

Loan Account: \$24,903.23 (\$5.34 interest, plus deposit for \$622.12 (2 loan payments from the Mill for \$311.06 each)) Balance \$25,530.69

CD’s: \$56,045.65 matures 6/19/10 (earning 2.84% interest \$693.09 YTD); \$28,240.88 matures 9/22/2010 (Earning 4.50% \$1,458.19 YTD)

Bills presented: Postage: \$2.64 for July, August and September; Invoice from TBEDC: \$1,000.00

Check to be deposited from the Kalkaska Township in the amount of \$5,000 to go toward Broadband Initiative. Jim Jesse explained that these funds from Kalkaska Township are to be held in a Broadband escrow account until further instructions are given by the Kalkaska County Board of Commissioners. Linda Wayne asked if this \$5,000 would need to be in a separate account, Jim Jesse said that it should go into the general account and mark it as Broadband Initiative.

Linda Wayne made a motion to accept the Treasurer's report and pay per-diem and bills as presented, supported by Virginia Lee. Roll call vote: Linda Wayne-yes, Virginia Lee-yes, Aaron Bowron-yes, Al McCullen-yes, Al Dimon-yes and Jim Jesse-yes. Motion carried.

TRAVERSE BAY EDC REPORT

Tino Breithaupt of the TBEDC gave an update on Kalkaska retention visits. Breithaupt also mentioned that the TBEDC is working on a Top Employer List by county. Aaron Bowron asked if this information will be available online, Tino assured that it would be available on the TBEDC website as well as on each county's website.

Breithaupt provided an update from the recent Economic Forecast Breakfast with related materials available in the Economic Development section of the Chamber's website. He will also get a copy to the Kalkaska Economic Development Corporation to keep on file. Tino discussed the last TBEDC quarterly meeting. He shared that the TBEDC is exploring the possibility of entering into a partnership with the MSU Extension. Virginia Lee asked if anyone keeps track of new businesses coming into each county. Aaron Bowron mentioned that the *Traverse City Business News* post all new DBAs in each county. Discussion ensued.

Aaron Bowron gave an update from the TBEDC Task Force. He mentioned that the focus of this task force is to come up with alternate funding mechanisms for the TBEDC. He also mentioned that the TBEDC role might change from administrative to more of an economic development focus. One possibility would be teleconferencing and the counties would take over more of the administrative duties. The task force is looking at four different options for basing each counties contribution to the TBEDC. He then stated that he would keep the Kalkaska Economic Development Corporation up to date on any changes and decisions. Discussion followed.

Aaron Bowron met with the TBEDC for the regular quarterly meeting on November 19' 2009. The budget was approved for 2010. Bowron noted that the budget is projecting \$296,000 in income, which is down \$121,400. Jim Jesse asked if he could get a copy of the budget. Breithaupt will send a copy.

Chairman Jim Jesse requested to change the order of the agenda to allow a five minute break before Public Input. This request was favorable by all. Meeting reconvened at 10:18am.

Kalkaska Annual Meeting Update

Jim Austin CEO/President of KMHC gave an update on the Kalkaska EDC Annual Meeting. Austin spoke with Don Kessel, Chairman of Kalkaska Chamber of Commerce and Dean Farrier the Chairman of the Downtown Development Authority and they have expressed interest in working together with Austin to host an annual luncheon. Austin offered the Stone House at Kalkaska Memorial Hospital as an option for the luncheon. The latter part of March appears to be the best time for this event. Jim Jesse mentioned that Lou Nemeth has a list of investors and will get that list to Jim Austin to ensure that they are invited to the luncheon. Jesse, Bowron and Wayne offered to help with the luncheon where ever needed. Austin has talked with Doug Luciani, President/CEO of Traverse City Area Chamber of Commerce for help with planning the program for the luncheon and gearing it toward small businesses in Kalkaska. Jim would like to see elected officials invited to the annual luncheon. Jim Jesse asked that Jim Austin be added to the next meeting agenda to give an update on the luncheon.

Chairman, Jim Jesse has a late addition to the agenda. He was given a letter from the Kalkaska County Clerk regarding the Recovery Zone Act. Aaron Bowron volunteered to look into this Act. Tino stated that he has information on this Recovery Zone Act and he would forward that information to Aaron Bowron.

COMMITTEE REPORTS

Brownfield Task Force Report – Aaron Bowron asked that the open committee position be filled. Jim Jesse said that if the Kalkaska Economic Development Corporation Board would agree, he would fill that

position until the next election of officers. He also mentioned that if there is any activity that takes place, Al McCullen would fill that position.

Consortium Committee - Al Dimon reported that they met this morning. Rob Barnard stated that the Kalkaska WiFi would hopefully be operating by the end of April 2010. Business After Hours is Wednesday December 2 from 5-7pm at Klumpp Flower Shop. Winterfest is January 16-17, 2010. Iceman Cometh was a huge success this year.

Executive Committee – Nothing to report.

Fundraising Committee – Nothing to report. The new Chairman of the Fundraising Committee is Al McCullen.

Loan Committee – Linda Wayne distributed “Kalkaska County EDC Revolving Loan Fund Eligibility and Criteria”. Everyone was given time to read over the form. Al McCullen shared his concern with the criteria. Discussion ensued. Aaron Bowron moved to approve the “Kalkaska County EDC Revolving Loan Fund Eligibility and Criteria”. Motion supported by Linda Wayne. Roll Call vote: Aaron Bowron-yes, Linda Wayne-yes, Al Dimon-yes, Al McCullen-no, Virginia Lee-yes, Jim Jesse-yes. Motion carried. Tino Breithaupt asked if this criteria should be put onto the website. All agreed that this was one of the goals of this committee.

Personnel Committee – Al Dimon introduced Al McCullen as the new Board member replacing Lou Nemeth.

Public Relations Committee – Aaron Bowron stated that he is still cultivating a great working relationship with the editor of the *Traverse City Business News*. This will not only benefit the KEDC, but Kalkaska County as a whole. Aaron mentioned that the KEDC was featured in the November 25th, Traverse City Area Chamber of Commerce E-News.

OLD BUSINESS

Traverse Bay EDC Regional Broadband Initiative –Tino gave an update on the Traverse Bay EDC Regional Broadband Initiative. Tino said that there 3 phases of this initiative. The first phase funds needed are \$16,500. Aaron Bowron handed out a letter and a copy of the Resolution Number 2009-24 that was passed by the Kalkaska Board of Commissioners (BOC), which pertains to the Regional Broadband Initiative.

NEW BUSINESS

Lori Meeder of Northern Initiatives, a non-profit community development financial institution gave an organization overview. Northern Initiatives works primarily with small businesses. Lori stated that they have several different funding sources but their mission remains the same, “Helping entrepreneurs, grow, start and expand business.” She also stated that Northern Initiatives really has three arms - one works with the business before money is loaned; funding; and afterwards all to ensure the success of the business. Discussion ensued.

Virginia Lee stated that she would be resigning the first of February. Chairman Jesse asked that this be submitted in writing.

ADJOURNMENT

Virginia Lee made a motion to adjourn the meeting, supported by Al Dimon. All yeas, motion carried. Meeting adjourned at 11:35a.m.

Respectfully submitted,
Andi Wagenschutz