

**Minutes of Meeting**  
**Traill County Economic Development Commission**  
**January 21, 2016**  
**7:00 p.m. TCEDC Office - Hillsboro, ND**

**Board of Directors present:** Gary Nysveen, Rick Halvorson, Kurt Elliott, Alana Gerszewski, Ben Hershey, Roxanne Phipps, Jay Henrickson, Ken Nesvig and Phil Murphy. Also present: Melissa Beach – Executive Director, Jessica Spaeth - Project Coordinator, Cole Short – Hillsboro Banner, Jim Johnson – Traill County Tribune, and Greg Krieger – guest.

The meeting was called to order at 7:00 p.m. by Chairman Nysveen.

The group began with introductions for new member Nesvig, representing the County Commission.

**Secretary's Report**

Motion by Phipps to accept the December 17, 2015 meeting minutes, seconded by Elliott.

Motion carried.

Motion by Elliott to accept the January 5, 2016 Executive Committee meeting minutes, seconded by Henrickson. Motion carried.

**Treasurer's Report**

Halvorson moved to accept the December 17, 2015 treasurer's report, Phipps seconded. Motion carried.

Motion by Gerszewski to approve payment of checks as submitted, Elliott seconded. Motion carried.

The 2015 Year-End Financial Reports will be presented at the February meeting.

**Executive Director's Report**

Beach presented the monthly executive director's report as attached.

**Unfinished Business**

Traill United Group brought in \$3,500 in investments and paid \$900 in legal and state fees. Kurt Elliott will act as third director on ND Secretary of State's Annual Report paperwork for Traill United Group.

Krieger joined the meeting at 7:30 p.m. The group made introductions and welcomed Krieger.

The Young Professionals groups will have a joint event on February 25 in Portland. Notification of event will be spread through social media and will also be shared directly with all county school districts to encourage participation from teachers.

The Hillsboro Hotel/Retail Feasibility Study is on track. The company hired to complete the study has been actively making contacts.

### **New Business**

The Executive Director's Annual Review was presented as attached. The review process is quite long and thorough. Motion by Henrickson to give 5% salary increase to TCEDC staff as proposed in budget, seconded by Hershey. Motion carried.

Beach presented the 2015 Annual Report as attached. The report reaches an estimated 150 people including: City Commission, County Commission, local EDCs, business groups, YP groups, senior centers, community groups, Mayville State, and others. Motion by Murphy to approve the 2015 Annual Report with necessary revisions, seconded by Hershey. Motion carried.

The Nominating Committee presented a slate of officers for election including:

Chairman Nominees: Nysveen & Halvorson

Vice-Chairman Nominee: Hershey

Secretary/Treasurer Nominee: Phipps

Henrickson asked board members to review bylaws pertaining to officer term-length. After some discussion and a review of bylaws, it was determined that the chairman shall only serve a 1-year term. Nysveen noted others have served two years, but did withdraw his name from the list of nominees for chairman.

Motion by Gerszewski to cease nominations and cast a unanimous ballot, seconded by Elliott. Motion carried.

Henrickson will contact Larson to review and clarify the by-laws of the organization.

### **Committee Appointments**

Newly elected Chairman Halvorson made the following committee appointments:

Executive Committee: Rick Halvorson (Chair), Ben Hershey, Roxanne Phipps, Gary Nysveen, and Scott Hovde

Organizational Development: Stuart Larson (Chair), Jay Henrickson, and Ken Nesvig

Business Assistance: Scott Hovde (Chair), Rick Halvorson, and Ben Hershey

Marketing Committee: Jay Henrickson (Chair), Roxanne Phipps, Alana Gerszewski, Ben Hershey, and Gary Nysveen

Nominating Committee: Stuart Larson (Chair), Phil Murphy, and Kurt Elliott

Motion by Murphy to recommend Greg Krieger as township representative to the County Commission, seconded by Gerszewski. Motion carried. Beach will bring that nomination to the County Commission for appointment.

### **Community Updates**

Phipps – Hatton SnowFest is on February 11, Dave Vold is celebrating his 80<sup>th</sup> birthday on Sunday.

Murphy – Recognized Thompson and Hatton firefighters with awards, Moody Analytics meeting January 22, seeking reelection.

Halvorson – Elevator remodeling restaurant with office space.

Elliott – Still working on Nielsville bridge, remodeling of Sheriff's building has been postponed.

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Hershey – Lots for sales on the south side, two homes are still in construction phase, Buxton Fun Day scheduled for July 9, two bars are up and running, Buxton lost to Deer River on KVRN  
Town of the Week.

Henrickson – Construction is on schedule and should be completed by March, President Hagen is proactive on possible budget cuts.

Gerszewski – The Home Show was discussed at MPEDC, MPCC has new members, two new families have moved to Mayville in the past two weeks, ShopKo had a crew painting the interior of the store, many online applicants and a manager has been hired, the store has a March opening date.

Nesvig – Working on Nielsville bridge funding.

Krieger – Channel 4 tower, ability to get 10 channels and closed captioning.

Nysveen – Santa Days successful, Hillsboro will have a booth at the Home Show, new fitness center is open, city is looking at incentives for Prairie View addition, discussed spec home with developer.

The strategic plan meeting will be held Thursday, February 11 from 6:00 – 9:00 pm.

Meeting adjourned at 8:53 pm.

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Officer (printed name & office)	Signature	Date
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Recording Secretary (printed name)	Signature	Date
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