

Minutes of Meeting
Trail County Economic Development Commission
December 19, 2013
7:00 p.m. Trail County EDC - Hillsboro ND

Board of Directors present: Scott Hovde, Les Amb, Stuart Larson, Gary Nysveen, Deb Kylo and Jay Henrickson (via phone). **Also present:** Executive Director, Melissa Beach.

Chairman Hovde called the meeting to order at 7:00 p.m.

Executive Report:

Beach presented the Executive Director's Report (see attached). Stuart Larson moved to accept report, Kylo seconded. Motion carried.

Unfinished Business:

Buxton Daycare will not be accepting our \$4500 daycare grant. They didn't receive the \$90,000 state grant for the project. Their expansion plan has been put on hold for now.

Meghan Hovde, Family Tree Child Care, Portland, ND has her provisional license and is waiting for final approval. The TCEDC daycare grant of \$2500 will be awarded at this time.

New Business

Discussion was held regarding board compensation. The North Dakota Legislature made a statute change regarding pay to board members. The TCEDC board members will continue to receive mileage reimbursement.

The board discussed the need for a full time Project Coordinator for the organization. Beach presented a job description for the position and four different salary and benefit options.

Henrickson joined the meeting via phone.

Kylo made motion, Nysveen seconded to create the full time benefited position. Motion carried. Amb made motion to hire with a salary range of \$27,000-\$30,000 with full county benefits, Stuart Larson seconded. Motion carried.

Stuart Larson made motion to transfer up to \$16,610.00 from reserve account to pay for the full time position for 2014, Nysveen seconded. Motion carried.

The board discussed board member recruitment. Mayville representative, Jessica DeClercq is no longer living in Mayville so her position will need to be filled. A representative is also needed from the Buxton/Cummings area. Hovde will discuss the Mayville position with Billie Jo Soholt and Beach will talk to Danny Fuglesten from Buxton to see if they are interested.

Secretary's Report

Motion to approve November 21, 2013 meeting minutes by Kyлло, seconded by Nysveen.
Motion carried.

Motion to approve December 5, 2013 Executive Committee meeting minutes by Amb, seconded by Stuart Larson. Motion carried.

Treasurer's Report

Motion to accept treasurer's report by Nysveen, seconded by Stuart Larson. Motion carried.
Motion to accept checks as presented by Stuart Larson, seconded by Kyлло. Motion carried.

Stuart Larson presented a slate of officers from the nominating committee. Motion to cease nominations and cast a unanimous ballot by Amb, seconded by Henrickson. Motion carried.
Hovde - Chairman
Nysveen - Vice Chairman
Kyлло - Secretary/Treasurer.

Chairman Hovde will appoint committee assignments at the January meeting.

Henrickson left the meeting.

Community Updates:

Kyлло - The new nutrition store is up and running in the old L & D Café location in Mayville.
Ideonics has purchased the Depot in Portland and will be moving their business. AFLAC has moved from their current location to the DePaolis building down the street.

Nysveen - Had discussion with business manager at Total Ag. They are busy with new contracts and are getting a lot of employee applications. NAPA on Main Street in Hillsboro is being sold.

Stuart Larson - ADS is buying their building in Buxton.

Hovde - Family Tree Daycare is up and running.

Meeting was adjourned at 8:15 p.m.

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