**Minutes of Meeting**
**Traill County Economic Development Commission**
**July 17, 2013**
**8 a.m. Mayville State University-Mayville, ND**

**Board of Directors present:** Jay Henrickson, Les Amb, Scott Hovde and Deb Kyllo.
**Also present:** Project Coordinator, Donna Scholl

The meeting was called to order 8:10 a.m. by Hovde.

**Secretary's Report**
Motion to approve by Henrickson, seconded by Kyllo. Motion carried.

**Treasurer's Report**
Motion to approve the treasurer's report by Kyllo, seconded by Amb. Motion carried.

Motion to approve payment of checks as presented by Henrickson, seconded by Kyllo. Motion carried. See attached.

**Executive Report**
Given by Scott Hovde

**Unfinished Business**
Need to follow up with Melissa Beach regarding loan usage policy.
Discussed possible new businesses in Traill County.
Deb will call Jason Hanson to get updates of Viking Hall/Community Center in Portland.
Deb will check with Shelia Anderson regarding any updates with Clifford Fire Dept.

**New Business**
2014 proposed budget was presented. Henrickson made a motion to present the proposed budget to the board. Amb seconded. Motion carried.
Henrickson questioned whether or not we had a fire proof cabinet for records and felt that it should be looked into if we need one.
Amb mentioned that county salaries are still under discussion.
State auditor will be conducting the county audit beginning July 29th.
Traill County Commission will meet August 1st or 2nd.
Discussed extending TCEDC Child Care Grant application period to September 30, 2013.
Motion by Amb, Kyllo seconded to extend TCEDC Child Care Grant application period. Motion carried.
Discussed extending TCEDC City Signage Grant Program through 2014. Henrickson moved, Kyllo seconded to extend signage program through 2014. Motion carried.

Meeting adjourned at 9:10 a.m.

_____

Officer (printed name & office)        Signature                              Date

_____

Recording Secretary (printed name)  Signature                              Date