

**Minutes of Executive Committee Meeting  
Trail County Economic Development Commission  
January 5, 2016  
6:00 p.m. First Community Credit Union - Portland, ND**

**Board of Directors present:** Gary Nysveen, Kurt Elliott, Scott Hovde, Roxanne Phipps and Rick Halvorson. Also present: Melissa Beach – Executive Director

The meeting was called to order at 6:10 p.m. by Chairman Nysveen.

Beach described the review process and detailed all documents presented in folders. Beach excused herself from the meeting room while the Executive Committee conducted the review.

Elliott joined the meeting at 6:42 p.m.

Beach was invited back into the meeting at 8:02 p.m.

The committee discussed evaluation numbers and gave feedback.

Hovde left the meeting at 8:34 p.m.

Motion by Halvorson to give a 5% pay increase to both the Executive Director and Project Coordinator, seconded by Elliott. Motion carried.

Composite of scores and description of review will be submitted by Phipps and attached to meeting minutes.

Meeting adjourned at 9:10 p.m.

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