

**Minutes of Meeting**  
**Trail County Economic Development Commission**  
**June 8, 2017**  
**7:00 p.m. Hatton Prairie Village – Hatton, ND**

**Board of Directors present:** Ben Hershey, Gary Nysveen, Rick Halvorson, Paul Geray, Alana Gerszewski, Roxanne Phipps, Larry Young, and Scott Hovde. Also present: Melissa Beach – Executive Director, Jessica Spaeth - Project Coordinator, Cole Short – Hillsboro Banner, and Jim Johnson – Traill County Tribune.

Sharon Doeden of Hatton Prairie Village provided a tour of the facility. Hatton Prairie Village is an award winning nursing facility with 42 skilled nursing rooms (41 private and one double room), and 19 independent and assisted living apartments. Hatton Prairie Village is owned by the community's six churches. The facility offers therapy and spa services, a guest room for family members, and several common areas.

The meeting was called to order at 7:03 p.m. by Chairman Hershey.

**Additions to Agenda**

There were no additions to the agenda.

**Executive Director's Report**

Due to lack of quorum, Beach began with presenting the monthly executive director's report. The report has been updated to reflect the goals and objectives of the strategic plan. Action steps will be listed under goals as applicable. It was suggested that training be provided to business owners on working with the millennial and younger generations. Employer/employee expectations have changed over the years and training might provide needed tools for each to work together. Tours of businesses in Traill County will continue as able.

Quorum was met at 7:09 pm.

**Secretary's Report**

Gerszewski moved to accept the April 20, 2017 meeting minutes, seconded by Halvorson. Motion carried.

Nysveen moved to accept the May 18, 2017 marketing committee meeting minutes, Young seconded. Motion carried.

Gerszewski moved to accept the May 18, 2017 meeting minutes, Phipps seconded. Motion carried.

**Treasurer's Report**

Halvorson moved to accept the May 18, 2017 treasurer's report, seconded by Geray. Motion carried.

Geray moved to approve payment of checks as submitted, Hovde seconded. Motion carried.



### **Unfinished Business**

The 2016 Annual Report is complete. 250 copies were ordered. Beach will send out a schedule of city presentation dates. Board members are encouraged to attend presentations as able.

Beach discussed price and contract options for utilizing the TCEDC board room as a co-working space. A formal presentation will be made at the next meeting.

The Project Coordinator position was discussed in detail. Spaeth has resigned effective November 30, 2017. A committee, including Phipps, Geray, and Hershey, will take on the task of revising the job description, posting, and hiring for the position. The committee decided on a proposed hire deadline of September 1, 2017, to allow for training of a new individual. The overlap in salary paid to both positions will be discussed by the committee and presented to the board at the next meeting.

The new website proposals were reviewed. Two companies came within the budget, one company exceeded the budget. It was decided that the marketing committee would research references for the companies. Young moved to have the marketing committee make the decision on which company to go with based on references, seconded by Halvorson. Motion carried. Desired launch date of the new site is October.

### **New Business**

Board attendance was discussed. Board members are required to attend eight of 12 meetings. It was decided to offer those who are unable to commit the opportunity to resign their position. Beach and Hershey will contact those members.

Trail United Group rack cards and envelopes have been ordered. Rack cards will be mailed out with membership applications.

### **Community Updates**

Phipps – There was tornado activity yesterday, 4<sup>th</sup> of July celebration by Hatton Men's club, school board elections June 13, Hatton Prairie Village recipient of multiple awards.

Hovde – Molly's open various weekends, Howler's Country Barbeque open weekends, Howler's and Hope's End Auto Body sharing building.

Nysveen – Hillsboro Days June 15-18

Young – Summerfest in two weeks, medical insurance premium increase.

Halvorson – Galesburg signs are up, two homes sold, Clifford and Galesburg elevators cooped.

Geray – Hillsboro Days June 15-18 with more events for kids, new lumber yard manager, housing lot incentives well-received by home builders, Maertens welding does quality work.

Gerszewski – Summerfest coming up, new disc golf course, new owners at Hometown Inn – meet and greet was successful.

Hershey – Two move-in-ready homes for sale, Family Fun Day July 8, school board elections next week.

Meeting adjourned at 8:58 pm.

Trail County EDC – June 8, 2017 Meeting Minutes

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Officer (printed name & office)      Signature      Date

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Recording Secretary (printed name)      Signature      Date