

Draft Minutes
Regular meeting minutes of Swift County RDA
Thursday, September 10, 2009 @ 7:30 AM @ DeToy's, Benson, MN

Members Present: Ed Ulmaniec, Eric Everson, Dorothy Rosemeier, Allen Smith, Dick Hanson
Members Absent: Paul Kittelson, Mike DeFoe, Eric Rudningen, Aaron Vadnais,
Staff Present: Jennifer Gruis
Others Present: Reed Anfinson

100 Agenda

Ed called the meeting to order at 7:30.

200 Minutes

The **Minutes of the 7-30-09 RDA Board Meeting** were reviewed. **MOTION** by Dick, 2nd by Eric to approve the **Minutes of the 7-30-09 RDA Board Meeting**. Motion carried.

300 Financial Reports

The Board reviewed the **July 2009 financial statements** for the RDA as prepared by RDA staff. The balance sheet for July showed **\$660,061.72 in total liabilities** and equity on 7-31-09. Profit & Loss YTD Comparison showed a **net income (loss) of (9055.56)** for the period 1-1-09 to 7-31-09. **Income and Expenses for the period 7-1-09 to 7-31-09 were \$776.55 and \$8830.53, and \$44347.69 and \$53403.25 for the period 1-1-09 to 7-31-09.**

Eric made a **MOTION** to approve the **July 2009 Financial Reports**, 2nd by Dorothy. Motion carried.

400 Decision Items

401 Loan Request - Appleton Vet Clinic – Members were presented a loan application from Appleton Vet Clinic. Rachel Bakeberg was present to answered questions of the board regarding the building and the status of operations. Ed noted that this project fit in with our mission of gap financing. **MOTION** made by Dick to approve the loan, 2nd by Dorothy. Terms are \$15,000 for 5 years, amortized over 10 @ 4%, 1st payment due in 90 days after disbursement, blanket 3rd position.

402 Loan Request – Swift Falls Bar & Grill - Members were presented with a loan application from Ben Honebrink for Brink's Beer Joint & Grill (formerly Swift Falls Bar & Grill). Ben was present to answer questions. It was mentioned that this project was a good gap financing project. **MOTION** made by Allen, 2nd by Dorothy to approve the loan. Terms are \$20,000 for 5 years, amortized over 10 @ 4%, 1st payment due 30 days after disbursement, blanket 3rd position.

402 Budget – Levy Request – Jennifer re-presented members with a draft budget for 2010 which included funding to pay for UMVRDC services for tourism and nearly \$32,000 to add a position. A job description was included, but Jennifer noted that funds would not necessarily be used for a position as services could be contracted for. Discussion ensued regarding the effective levy rate, its decline and the loss of corn pool funds for operating purposes. Ed expressed that the current situation and existing levy amount puts a dent in the RDA's ability to operate effectively. The request would be made for **the levy of \$124,000** as the shortfall still remains – with or without additional staff. **MOTION** was made by Ed, 2nd by Dorothy; Dick Abstained. All others in favor.

500 Committee and Director's Reports

501 Executive Director's Report – Members were provided a copy of the Director's report for the previous month. Lots of discussion took place regarding RDA's role in Greenfield attraction efforts & what the role of the RDA should be given lack of resources. Jennifer expressed the need for more direction from the board as resources are tight, and the concern that based on RDA's stated goals we are over promising and under delivering. It was noted that the planned "Smart Energy" workshop scheduled for Fall 09 would be cancelled due to lack of resources, but that business visits would still be conducted.

502 BR&E Report – Members were informed the BR&E Report should be ready for Retreat time in November.

503 Fair Report - Members were shown the handouts and some highlights from the RDA's participation in the Swift County Fair, including the Swift County Iron Chef competition, RDA loan fund brochure, RDA – who we are brochure, Renewable Energy brochure, sign up cards, and Directory updates.

600 Discussion Items

601 Joint Annual Retreat Planning – October 2009 - There was some discussion regarding doing joint planning with the County Commissioners. Proposals have been requested from Toby Spanier, U of MN, Extension. Retreat would likely be in November.

602 Wind Gear –Item was added as hypothetical on whether RDA would participate in a potential City of Benson attraction project for a specific but unknown wind gear manufacturer. Members provided direction that RDA should be available to assist a city if requested, but assistance does not include financial assistance in support of the project most likely. All was speculative in this case and members determined decisions would need to be made on a case by case basis. Jen requested more defined guidance on the topic of RDA's role in attracting businesses to Swift County when a specific City is involved – perhaps at Retreat Planning. There appeared to be consensus around that idea.

603 Budget Levy- was discussed in item 403

700 Information Items

701 Significant Correspondence / Calendar Items – The significant correspondence file was circulated to members

The next regular meeting would be held November 12, 2009 at 7:00 AM in Benson at DeToy's.

The next meeting was being targeted for October/November and would be the Annual Retreat.