

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION  
EXECUTIVE COMMITTEE**

**May 1, 2018**

**Members Present:** Brady Koss, Thomas Bauknecht, Andy Merry  
**Excused Absent:** Fred Westphal  
**Others Present:** Angie Close, Keri Beck

Meeting was called to order by President Brady Koss at 3:58 pm.

**Public Comment:** None

**Minutes of Previous Economic Development Executive Committee Meeting:** Motion by Bauknecht, second by Merry, to approve the minutes from April 9, 2018. All Ayes. Motion Carried.

**Langlade County Economic Development Corporation:**

- A. **LCEDC 2018 Budget vs. Expense Report:** Close reviewed the LCEDC budget versus expense report. Budget was for review only.
- B. **Loan Recipients Updates:** Close informed the LCEDC Executive Committee that DEHCR had emailed all Revolving Loan Fund Administrators that U.S. Department of Housing and Urban Development (HUD) had notified DEHCR of a monitoring of the State of Wisconsin's RLF-ED program the week of May 14, 2018. HUD will be reviewing loans made by RLFs for compliance and it may request that program files kept at the local level be scanned and sent to DEHCR. After HUD has completed their monitoring it will notify Wisconsin of any findings or required changes to the State's CDBG RLF-ED program. DEHCR is advising to postpone any new RLF loans. Information only. Close will contact DEHCR to see how to proceed with a potential loan. Close updated the LCEDC Executive Committee on loan funds and recipients.

**Motion by Bauknecht, second by Merry to recommend to the LCEDC Board to approve amending Schumitsch Seed, Inc loan agreement to extend the job creation period one year to April 30, 2019. All Ayes. Motion Carried.**
- C. **LCEDC Strategic Plan Proposal:** Close updated the LCEDC Executive Committee on the progress of planning the 2018 LCEDC Summit. The Summit will be June 6 from 8-11 am by invite only.
- D. **2018 Entrepreneurial Training Program Update:** Close informed the Executive Committee that the Suick Family Foundation will be sponsoring Roberts Marketing Alliance for a Brain Food for Breakfast session on Social Media Marketing for Small Business on June 14, 2018, from 8 am until noon. Close reported that the 2018 Spring Entrepreneurial Training Program graduation night is set for Thursday, May 17, starting at 5:30 pm. There will be 8 business plan presentation at the graduation night. Close is working with the Unified School District of Antigo to present the 2017 Entrepreneurial Business Start-Up Grant recipient's scholarship to Liz Marie Café who is graduating from the Antigo High School this year.
- E. **LCEDC Annual Meeting Update:** Close updated the LCEDC Executive Committee that the LCEDC Annual Meeting is set for May 21, 2018 starting at 11 am. Nominations will be held for LCEDC's president, vice-president, and secretary/treasurer. Newly appointed to the LCEDC Board of Directors by Langlade County is Ron Nye and Bill Livingston. Nye was also appointed to the Loan Review Board. Koss and Tom Gallenberg terms will be done as of December 31, 2018. Close will be presenting the LCEDC Annual Report, Kerber Rose will be presenting LCEDC's financial report, the district representative from the Department of Tourism will be giving a tourism report, and entrepreneurial alumni will be talking about how the program has help them and where they are today.
- F. **LCEDC Employee Benefit Policy Review:** Close informed the LCEDC Executive Committee that currently the LCEDC Employee Handbook does not have language on termination of employment. Discussion was held on when benefits should be terminated after an employee resigns. An updated LCEDC Employee Handbook will be presented at June's Executive meeting for review.
- G. **Tourism Update:** Close and Beck updated the LCEDC Executive Committee on the following tourism activities:
  - Beck presented the Alcinfo.com and LCEDC/Antigo/Langlade County Chamber ads that were placed in the 2018-2019 Wisconsin Department of Tourism Travel Guide.
  - Beck cited the Travel Wisconsin's Fun Times article that Herb's Rafts was mentioned in the article about white water rafting.
  - Beck present three online ads for SilentSports.net.
  - Beck reported that Everbridge is being utilized more. Beck has help Emergency Management, Antigo Public Library, Town of Antigo, and Village of White Lake send out notifications and gain administrative access. A keyword of "APL" and a category of Library was created for the Antigo Public Library in Everbridge to send out library notifications.
  - A Sustainable Farm Tour will be held on Saturday, August 24, 2018, LCEDC staff and Antigo/Langlade County Chamber has been helping the group with marketing of the event. Currently, they are working on developing brochures and posters.
  - The Wolf River Bridge grant application was discussed.
  - The situation at Boulder Lake Campground was discussed. Legislature representatives are looking into the situation.

**H. Update on Economic Development Corporation Activities:** Close and Beck updated the LCEDC Executive Committee on the following LCEDC activities:

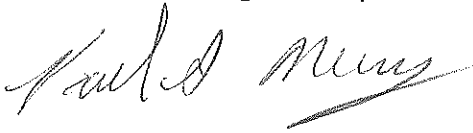
- LCEDC was notified that Cirrinity was awarded a 2018 Broadband grant. The broadband committee is still talking with legislative regarding broadband ready projects.
- Close attended the Fab Lab grant award.
- Close updated on the City of Antigo's CDBG Gowan Road/Field Street Project. Merrill Sand and Gravel was the accepted contractor. A pre-construction meeting will be held in May.

**Old Business:** Close updated the LCEDC Executive Committee that the meet and greet between the Antigo/Langlade County Chamber of Commerce & Visitor Center Board members and LCEDC Board members will be Wednesday, May 2 from 5 to 7 pm at North Star. Future meetings will be to define each entities vision and roles.

**New Business & Meeting Date:** Close presented a thank you letter from CoVantage Credit Union. Charlie Zanayed, CoVantage's CEO, praised LCEDC on our continuing efforts. Next meeting will be on Tuesday, June 5, 2018, at 4:00 pm.

**Adjourn:** Motion by Merry, second by Bauknecht to adjourn at 5:22 pm. All Ayes. Motion Carried.

Respectfully submitted,  
Keri Beck, Recording Secretary

A handwritten signature in cursive script, appearing to read "Keri Beck", with a horizontal line underneath.