

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
June 3, 2019**

Members Present: Andy Merry, Thomas Bauknecht, Warren Wagner, Ron Nye, Lynn D'Amato
Others Present: Angie Close, Keri Beck

Meeting was called to order by President Andy Merry at 4:30 pm.

Public Comment: None

Minutes of Previous Economic Development Executive Committee Meeting: Motion by Bauknecht, second by Wagner, to approve the minutes from April 1, 2019. All Ayes. Motion Carried.

Langlade County Economic Development Corporation:

A. Approve LCEDC Annual Report:

Motion by Bauknecht, second by Wagner to recommend to the LCEDC Board under the consent agenda to approve 2018 LCEDC Annual Report. All Ayes. Motion Carried.

B. LCEDC 2019 Budget vs Expense Report: Close updated the LCEDC Executive Committee on the LCEDC 2019 budget vs expense report.

Motion by Bauknecht, second by Wagner to recommend to the LCEDC Board to approve the current 2019 LCEDC Budget versus Expense Report as presented. All Ayes. Motion Carried.

- C. Approve Paid Time Off 2018 Carry Over Hours:** Close reported to the LCEDC Executive Committee that the staff paid time off in 2018 was miscalculated because of rounding. Information only. More information will be provided at the LCEDC Board meeting in June.
- D. Loan Recipients Update:** Close updated the LCEDC Executive Committee on loan funds and recipients. Close will be following up with Wausau Auctioneer and the attorney on a potential auction on collateral items.
- E. RLF Loan Close Out Update:** Close update to the LCEDC Executive Committee on the revolving loan bank balance and accounts receivable projection for a potential July 31, 2019 RLF Close Out date. The CDBG Close Out documentation and payout will be submitted upon approval of the CDBG competitive grant. There has been one public meeting for input on the design of the streetscape. Another public meeting will be held in September.
- F. LCEDC Board Retreat Discussion:** Close informed the LCEDC Executive Committee that the LCEDC article of incorporation, bylaws, and mission/vision statements have not been reviewed since 2011. At a board retreat in September, the LCEDC Executive Committee will hold an Organization strategic planning session facilitated by Pharos Management, to review mission and vision, bylaws, and setting future objectives and goals.
- G. Welcome Center Update:** Close updated the LCEDC Executive Committee on May's Antigo Hotel Motel Commission meeting. The City of Antigo's council will be asked to approve the redesigned Room Commission to meet state statue. The next City of Antigo's Hotel Motel Commission meeting will be held on June 26, 2019.
- H. ETP Program Update:** Close updated the LCEDC Executive Committee on prior Entrepreneurial Business Start-Up Grant Recipients. Little Renegade Kitchen has requested to extend the grant deadline to December 31, 2019.

Motion by Wagner, second by Nye to recommend to the LCEDC Board to extend Little Renegade Kitchen's Entrepreneurial Grant Start-Up deadline to December 31, 2019. All Ayes. Motion Carried.

The 2019 Spring ETP graduation night will be Thursday, June 13 starting at 5:30 pm. Discussion was held on holding a second chance ETP Start-Up Grant contest. The contest would only be open to prior non-award winners that have taken the ETP class through LCEDC office.

- I. Update on Economic Development Corporation Activities:** LCEDC staff informed the LCEDC Executive Committee on the following activities:
- Tourism Update:
 - The Search Engine Marketing (SEM) campaign started May 1st and will run through October. Langladecounty.org had 414 visits to the website in May from this campaign.
 - The redesigned website was launched on May 20th.
 - LCEDC staff has participated in the Travel Wisconsin Summer Marketing Campaign webinar to see how the Department of Tourism is marketing the state to tourist.
 - LCEDC staff attended the Department of Tourism Stakeholders meeting to give input for the Department of Tourism's two year plan.
 - LCEDC staff attended the Nicolet-Wolf River Scenic Byway marketing meeting.
 - Close will be meeting with Impact 7 to learn more about new market tax credits on June 17.

Old Business: No old business was discussed.

New Business & Meeting Date: Potentially there will be no LCEDC Executive Committee Meeting in July. The August meeting will be at 4:30 pm on Monday, August 5, 2019.

Adjourn: Motion by Wagner, second by D'Amato to adjourn at 5:50 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

