

## MEETING MINUTES LANGLADE COUNTY ECONOMIC DEVELOPMENT BOARD

Monday, November 18, 2019

**Members Present:** Andy Merry, Thomas Bauknecht, Warren Wagner, Ron Nye, Dillon Gretzinger, Bill Brandt, Michael Hunter, Bill Livingston, Angel Zimmerman

**Members Excused:** Fred Westphal, Lynn D'Amato

**Others Present:** Angie Close, Keri Beck, Brady Koss

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

**Public Comment:** None

**Minutes of Previous Economic Development Board Meeting:** Motion by Bauknecht, second by Nye to approve the minutes from October 21, 2019. All Ayes. Motion Carried.

**Consent Agenda:** Motion by Bauknecht, second by Hunter to approve the Consent Agenda. All Ayes. Motion Carried.

### **Economic Development Corporation:**

- a. **Loan Recipients Update:** Close updated the LCEDC Board on loan funds and recipients. Close updated the LCEDC Board on the potential auction on collateral items. LCEDC staff are working on getting the RLF manual updated and the RLF loans reassigned to LCEDC. Potentially there are two loan application coming forth in December.
- b. **LCEDC Executive Committee Report:** Merry updated the LCEDC Board that the LCEDC Executive Committee made adjustments to the 2019 LCEDC Budget. The changes were approved in the LCEDC Board consent agenda. Entrepreneurial Training Program held graduation on November 14. Wagner, Bauknecht and Merry listened to the 4 presented business plan. The LCEDC Executive committee will review the business plans at their next meeting to award Entrepreneurial Start-Up Grants.
- c. **LCEDC 2019 Measurements:** Close highlighted LCEDC's 2019 LCEDC measurements for entrepreneurial program, tourism, CDBG grant administration, labor pool, young professional project, first youth summit in White Lake, and youth retention efforts in the Antigo, Elcho, and White Lake school districts.
- d. **Approve LCEDC Budget vs Actual Report:** Close reviewed the LCEDC 2019 budget vs actual report.

**Motion by Bauknecht, second by Zimmerman to approve the 2019 LCEDC budget vs actual reports as presented. All Ayes. Motion Carried.**

- e. **Approve 2020 Wage and Benefit Package:** Close presented the 2020 Employee Benefits Policy with wording changes in the insurance section from "probationary" to "waiting" period to reflect insurance industry standards. Close presented the LCEDC 2020 Wage and Benefit package to the LCEDC Board. Close proposed moving Beck to the Assistant Director position.

**Motion by Zimmerman, second by Hunter to approve the 2020 Employee Benefits Policy and 2020 LCEDC Wage and Benefit Package as presented. All Ayes. Motion Carried.**

- f. **Approve 2020 Budget:** Close presented the LCEDC 2020 Budget. Discussion was held on the decreasing budget carryover.

**Motion by Bauknecht, second by Wagner to approve the 2020 LCEDC Budget as presented. All Ayes. Motion Carried.**

- g. **LCEDC Strategic Plan 2020 and Beyond Update (Approval in January 2020):** Close handed out the draft LCEDC 2020 Strategic Plan for review. Close highlighted the LCEDC mission, vision, strategic pillars, and focus areas. A motion to approve the plan will be made at the January 2020 LCEDC Board meeting.
- h. **Young Professional Group Update:** Koss reported to the LCEDC Board that the Young Professional & Young Families Workforce Group started in May 2019. The focus of the group is to research why young adults are choosing a community to live. The group will be developing a marketing plan by May 2020 to focus on the 25-40 age group. The group wants to complement what is already developed and work together to on a collaborative effort.
- i. **Recognition of Exiting Board Member:** Close recognized Wagner for serving six years on the LCEDC Board.
- j. **Discuss Potential New Board Member To Be Appointed in January 2020:** Close informed the LCEDC Board that Sarah Koszarek from the Elcho area is interested in serving on the LCEDC Board. A new LCEDC Executive Member will need to be elected as Wagner served on the LCEDC Executive Committee. A motion to approve Koszarek to the LCEDC Board and LCEDC Executive Committee elections will be held at the January 2020 LCEDC Board meeting.
- k. **Update LCEDC Upcoming Events and Activities:** Close updated the LCEDC Board on the following activities:
  - The LCEDC office will be closed November 24-27 for the Thanksgiving Holiday.
  - The 2020 Langlade County Discovery Guide will be available in print on December 6. The Discovery Guide will also be included in the December/January issue of Up North Action Magazine which will also be available December 6. The Discovery Guides will be handed out at three ITBEC Travel Shows in Green Bay, Tinley Park (Chicago area), and Rockford, IL.
  - Livingston updated the LCEDC Board that the Wolf River Territories is reorganizing in the White Lake/Langlade area.

**Old Business:** No old business was discussed.

**Future Agenda Items and set date for next meeting:** No future agenda items were mentioned. If no actionable items come forth, there will be no LCEDC Board meeting in December. The next LCEDC Board meeting date will be at 4:30 pm on Monday, January 20, 2020.

**Adjourn:** Motion by Livingston, second by Hunter to adjourn at 5:31 p.m. All Ayes. Motion Carried.

Respectfully submitted,

Andy Merry, President

A handwritten signature in cursive script, reading "Paul A. Merry". The signature is written in dark ink and is underlined with a single horizontal stroke.

1/20/20/20