

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION  
EXECUTIVE COMMITTEE  
November 4, 2019**

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

Meeting was called to order by President Andy Merry at 4:00 pm.

**Public Comment:** None

**Minutes of Previous Economic Development Executive Committee Meeting:** Motion by Wagner, second by Bauknecht, to approve the minutes from October 7, 2019. All Ayes. Motion Carried.

**Langlade County Economic Development Corporation:**

- A. **2019 LCEDC Measurement Presentation:** Close presented the LCEDC Strategic Plan Goals with 2019 accomplishments to obtain the goals. Close highlighted the LCEDC Strategic Plan team project activities and accomplishments. At the November LCEDC Board meeting, Close will present the information to the LCEDC Board along with Brady Koss' Young Professionals update.
- B. **LCEDC Strategic Plan Update:** Close presented LCEDC's mission, vision, strategic pillars, focus areas, and the 2020-2025 strategic plan based off of the board retreat in September.

**Motion by Nye, second by Bauknecht to recommend to the LCEDC Board to approve the 2020-2025 Strategic Plan as presented but with the discussed changes. All Ayes. Motion Carried.**

- C. **LCEDC 2019 Budget vs. Expense Report:** Close updated the LCEDC Executive Committee on the LCEDC 2019 budget vs expense report.
- D. **LCEDC Fund Balance Transfers:**

**Motion by Wagner, second by Bauknecht to recommend to the LCEDC Board to approve transferring \$1,692.58 from unallocated funds to Account #510 (\$139.00), Account #517 (\$353.58), and Account #541.02 (1,200.00). All Ayes. Motion Carried.**

- E. **LCEDC 2020 Draft Budget:** Close reviewed 2018 vs. 2019 expenses, projected LCEDC 2019 roll over amount with \$5,000 emergency fund transfer, and the 2020 draft budget with employee wages and benefits. Close recommends Beck being promoted from Operations Manager to Assistant Director.

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

**Motion by Bauknecht, second by Wagner to recommend to the LCEDC Board to approve the 2020 LCEDC wages & benefits as presented. All Ayes. Motion Carried.**

- F. **Revolving Loan Fund Bank Account:** Close updated the LCEDC Executive Committee that LCEDC is waiting on the revolving loans to be reassigned to LCEDC.

**Motion by Wagner, second by Bauknecht to recommend to the LCEDC Board that once the Langlade County revolving loans are reassigned to LCEDC a new LCEDC bank account will be opened to receive payments. All Ayes. Motion Carried.**

Close updated the LCEDC Executive Committee on loan funds and recipients.

- G. **Update on ETP Program and Fall Graduation:** Close updated the LCEDC Executive Committee that the ETP graduation night is November 14 at 5:30 pm. The 2020 Spring ETP Class will be starting February 20. The 2019 Business Education Series offerings was concluded in October. The 2020 Business Education Series offering dates has been set. Close updated the LCEDC Executive Committee that she has been working with a potential business looking for funding. Close is working with other entities to assist with funding.
- H. **Tourism Update:** Beck updated the LCEDC Executive Committee on LCEDC tourism efforts of Langlade County Discovery Guide, Search engine marketing campaign, participation in the Travel Wisconsin marketing survey, and attending the Fall Tourism Conference.
- I. **Update on Economic Development Corporation Activities:** Close updated the LCEDC Executive Committee that the CDBG Gowan Road/Field Street final completion documentation has been sent to DECHR, City of Antigo Façade and Downtown Entrepreneurial Grant reimbursement requests are being processed, and potential Antigo development.

**Old Business:** Close and Bauknecht update the LCEDC Executive Committee on the City of Antigo Hotel/Motel Room Tax Commission. Close will no longer serve on this committee. New at large members will be appointed at the November City of Antigo Council meeting.

**New Business & Meeting Date:** The next meeting will be at 4:00 pm on Monday, December 2, 2019.

**Adjourn:** Motion by Wagner, second by Bauknecht to adjourn at 5:36 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

