

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
February 3, 2020**

Members Present: Andy Merry, Thomas Bauknecht, Ron Nye, Lynn D'Amato, Angel Zimmerman

Excused Absent:

Others Present: Angie Close, Keri Beck, Jim Rosenberg, Dennis Clark

Meeting was called to order by President Andy Merry at 4:03 pm.

Public Comment: None

Minutes of Previous Economic Development Executive Committee Meeting: Motion by Bauknecht, second by D'Amato, to approve the minutes from January 6, 2020. All Ayes. Motion Carried.

Langlade County Economic Development Corporation:

- A. Budget vs. Actual Report:** Close updated the LCEDC Executive Committee on the LCEDC 2020 budget vs expense report. The emergency fund transfer will be done after the financial review is completed. Information only.
- B. Revolving Loan Fund Recipients Update:** Close updated the LCEDC Executive Committee on loan funds and recipients. Close noted that there was one loan paid off in 2020. Close updated the LCEDC Executive Committee on the foreclosure proceedings of a loan recipient, the approved Community Development Fund loan made in January, other business activities in downtown Antigo area, and the Downtown Entrepreneurial Grant Program.
- C. LCEDC Revolving Loan Fund Update:** Close updated the LCEDC Executive Committee that LCEDC opened the LCEDC Revolving Loan Fund accounts at CoVantage Credit Union and has started making deposits on January 1, 2020.
- D. Approve 2019 PTO Carryover for Staff:** Close informed the LCEDC Executive Committee that the LCEDC staff's had unused paid time off (PTO) left from 2019 due to the creation of the Langlade County Discovery Guide.

Motion by Bauknecht, second by D'Amato to put on the LCEDC Board consent agenda to approve Beck to transfer 15 hours 46 minutes and Close 6 hours and 58 minutes of PTO carryover to 2020. All Ayes. Motion Carried.

- E. Discuss LCEDC Revenue Streams and Funding Strategies:** Close reviewed the LCEDC Strategic Plan funding section and current funding sources with the LCEDC Executive Committee. Discussion was held on a multi-year budget and developing a LCEDC Fund Planning Committee. Zimmerman volunteered to be on the committee. The LCEDC Board will be asked at the February's LCEDC Board meeting if they would like to serve on the funding committee. Potential none LCEDC committee members to asked was discussed.
- F. Discuss 2020 LCEDC Annual Meeting:** Close updated the LCEDC Executive Committee that the LCEDC Annual Meeting will be held on May 18, 2020. Close handed out the Langlade County EMSi report. Discussion was held on guest speaker(s) and layout of the meeting. Close will follow up with Rosenberg about regional initiatives as guest speakers and more information on the EMSi report.
- G. Approve Moving Grant Account Funds to New Financial Institution:** Close reviewed with the LCEDC Executive Committee local financial institutions' interest rates. Discussion was held on financial intuitions coverage for the grant account. Suggestion was made to switch all LCEDC financial accounts including the credit card from BMO Harris Bank to CoVantage Credit Union and not just the grant account fund.

Motion by Nye, second by Bauknecht to put on the LCEDC Board consent agenda to approve moving LCEDC financial accounts including the credit card account from BMO Harris Bank to CoVantage Credit Union. All Ayes. Motion Carried.

- H. Update on Economic Development Corporation Activities:** LCEDC staff updated the LCEDC Executive Committee on the following LCEDC activities:

• **Tourism Update**

- LCEDC staff has distributed almost 2,800 Langlade County Discovery Guide since December 9, 2019.
- January 30, 2020 Antigo Daily Journal's front page article on the Langlade County Discovery Guide
- Continued bi-weekly updating Travel Wisconsin trail report for snowmobiling, downhill skiing, and cross-country skiing.
- LCEDC will be partnering with City of Antigo to have an informational table at the Antigo Pride Night on February 7.
- Attended and gave away 540 Langlade County Discovery Guide at the Green Bay RV & Camping Show.
- Close will be at the Tinley Park Fishing & Outdoor Show February 8 & 9.
- Langlade County Discovery Guide will also be at the Northcentralwisconsin.com booth at the Rockford Boat, Vacation, & Fishing show February 7-9.
- Bauknecht updated the LCEDC Executive Committee on the City of Antigo Hotel/Motel Room Tax Commission.

• **Economic Development Update**

- Close will be attending the Governor's Conference on Economic Development February 5-7, 2020.
- The 2020 Spring Entrepreneur Orientation Day will be held February 13. There is 6 people registered for the orientation day. The 2020 Spring Entrepreneurial Training Program (ETP) will start on February 20.
- Merit Gear update was provided.

- Close has been working with Department of Workforce Development and the Langlade County Sheriff's Department on a Fast Forward grant application for training incarcerated people.

Old Business: Discussion was held on Executive Director 2019 evaluation. Forms were handed out to the LCEDC Executive Committee to be returned to Merry before February 2020 LCEDC Board meeting.

New Business & Meeting Date: The next meeting will be at 4:00 pm on Monday, March 2, 2020.

Adjourn: Motion by Bauknecht, second by Zimmerman to adjourn at 5:05 pm. All Ayes. Motion Carried.

Respectfully submitted, Keri Beck, Recording Secretary

Paul A Murray
5/11/2020