

September 9, 2014 Meeting Minutes
6:30 p.m. - Halstad LRC

Board of Directors present: Jessica Spaeth, Erin Holte, Melissa Beach, Jamie Hennen, Alli Tice, Brianna Cossette, John Hinkley, Kati Nelson and Crystal Hemberger. **Also present:** Rani Bhattacharyya - Univ. of MN Extension

The meeting was called to order at 6:30 p.m. by Spaeth.

Presentation on economic programs by Bhattacharyya of University of MN Extension. Presentation also included an economic synopsis of western Norman County economic trends, grant funding available through EDA Center at Univ. of MN Crookston, strategic planning expert though NW Regional Development Commission and other programs.

Secretary's Report

Motion by Tice, seconded by Cossette to approve the secretary's report. Motion carried.

Treasurer's Report

Motion by Beach, seconded by Hinkley to accept the treasurer's report. Motion carried.

Unfinished Business

Discussion regarding Halloween event to be held Saturday, October 25th. Rita Olson and Trish Schilling have been contacted to assist with games again this year. The group discussed adding games for older kids - suggestions such as football toss, golf putt, cake walk, minnow races. Hinkley explained the Booster Club still has old games used for their carnival. Nelson explained Sandy's Donuts in West Fargo gives away donuts at end of day, and may be used for cake walk. Halloween committee will discuss games and setup.

Spaeth will check with the Lions Club to see if they are planning to do the breakfast again this year. It was mentioned they will need to take the tables down after the breakfast to make more room for games. EDA will also ask them to participate in the cost for advertising the event.

Motion by Holte to purchase up to \$300 in prizes for kids games including items that are more appropriate for older kids, seconded by Beach. Motion carried.

Pedal Pull Dakota has been contracted for this year's event. The cost is \$325 + \$150 for medals and a can of Dr. Pepper. An additional fee of \$25 is added for the adult event. The total cost will be \$500. Registration will begin at 3 pm, youth pull at 4 pm and adult (12+) pull to follow.

Discussion regarding meal for Halloween event. The group agreed to plan for 200. It was agreed to order the buns through Wangler's, BBQ though the Halstad Living Center, chips at Cenex and

bars from Halstad Bakery. Candy bars for concessions and lemonade for meal can be priced in town. Tice will get pop and water for concessions in Fargo.

Holte will come up with kids music for this year. Other discussion: Decorations for Halloween event should be alright to use again this year. Band for 18+ dance will be Ciro & Topher Show. Wrist bands for meal, dance, etc? Or to use tickets. No decision was made on the wrist band or tickets.

Go ahead with paid ads as we did last year with Valley Journal, Promoter, KRJB and also put on the Hwy 75/200 sign and local cable channels. Beach will design advertisements, backpack stuffers, posters and small handouts for local store counters. Tice will make posters for games. It was discussed the advertisements in the newspapers were hard to read last year, we should redesign this year. Tice will ask about printing at utilities, Cossette will ask about printing at RRSB.

Santa Day will be held December 13th this year.

The City/EDA website was discussed. Hometown Aditude is going through some changes. Beach and Spaeth will work with owner Teran Harmon to assist with the progress. This will help to save the EDA money.

Community improvement and long-term planning items were tabled.

Yard of the Month was discussed. The EDA received a thank you from August recipient Bev Dietz. Hillary & Trent Kujanson were selected as September Yard of the Month. Again, very good feedback on this program. Beach will write an article for Bev Dietz to get in the Valley Journal and another article for Trent & Hillary. Tice will take pictures for the newspaper.

City-wide garage sales will be held September 20th.

New Business

Heritage Publications is developing a new Norman County publication to focus on housing. Motion by Hinkley, seconded by Tice to purchase a full page ad for \$469 in that publication. Motion carried.

Hinkely asked for clarification on EDA signage program. It was discussed the program is available for up to \$500 (matched by participant) for exterior signage. Businesses can request up to the full \$500, even if it is in two sign projects.

Community Updates

Tice explained a complaint brought to her regarding the EDA from Adam Camp in regards to an EDA loan to the Powerhouse. Mr. Camp was concerned with the use of funds. He also requested an open records request for EDA minutes and bylaws. Mr. Camp also discussed this concern with Hinkley. The board explained that no one member should have to defend the actions of the board. If approached, board members must direct the complaint to the board chair, who can then bring the complaint to the full board. Open records requests must be brought to the board, and

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given to the requestor in a timely fashion following public entity statute. The board thanked Tice for her response, and agreed the complaint was received, but followed bylaws and policies.

Motion to adjourn by Holte, seconded by Hinkley. Motion carried.

Officer (printed name & office)	Signature	Date
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Recording Secretary (printed name)	Signature	Date
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