

GFDA EXECUTIVE COMMITTEE MEETING MINUTES

Wednesday, June 17, 2020

8:00 AM

via ZOOM

Exec Committee Members: Len Watkins, Mark Macek, Heidi Hockett, Rebecca Engum, Mark Cappis, Joe Briggs, Forrest Ehlinger, Ted Lewis, Nate Weisenburger, Dianne Meinhardt, Nate Weisenburger, Errol Rice, Travis Neil, Ron Nelson

Staff: Brett Doney, Jolene Schalper, Jana Williams, Lillian Sunwall, Jill Kohles, Tyler Menzales, Teresa Schreiner, Christian Leinhauser, Nathan Reiff

Guests: Burke Tyree

Times are approximate and items may be taken out of order. Any Director with a potential conflict of interest on the agenda should state the conflict at the start of the meeting.

- 8:00 1. Consent Agenda – Len Watkins
1. Accept excused absences: none.
 2. Approve/disapprove minutes of the 5/20/20 Executive Committee meeting. **ACTION TAKEN: Approve minutes of the 5/20/20 Executive Committee meeting. Motion: Mark Cappis, Second: Heidi Hockett. Motion carries.**
- 8:05 2. Financial – Mark Macek & Jana Williams
- Review May Financial Report.
- Approve/disapprove opening another sweep account at First Interstate Bank for City CDBG loan fund account. **ACTION TAKEN: Approve opening another sweep account at First Interstate Bank for CITY CDBG loan fund account. Motion: Joe Briggs, Second: Dianne Meinhardt. Motion carries.**
- Approve/disapprove opening bank account for new EDA revolving loan fund and opening a sweep account for this account. **ACTION TAKEN: Approve opening bank account for new EDA revolving loan fund and opening a sweep account for this account. Motion: Joe Briggs, Second: Heidi Hockett. Motion carries.**
- 8:15 3. Loan Portfolio – Travis Neil and Jill Kohles
- Review May Loan Portfolio Report.
- Discuss watch list loans. Take action as desired by Committee. No action.
- 8:25 4. Investment – Ted Lewis & Teresa Schreiner
- Discuss status of investment efforts. Approve/disapprove any investor pledge charge-off(s). No action.
- 8:30 5. Brownfield – Tim Peterson & Lillian Sunwall
- Approve/disapprove new brownfield assessment(s) as recommended by Brownfields Advisory Committee. No action.
- 8:35 6. Employee Benefits – Brett Doney
- Approve/disapprove minor update to Employee Benefits. **ACTION TAKEN: Approve minor update to Employee Benefits. Motion: Mark Cappis, Second: Forrest Ehlinger. Motion carries.**
- 8:40 7. Contract Approvals – Brett Doney
- Approve/disapprove authorizing President/CEO to execute contract(s):

- Costar/LoopNet marketing campaign for AgriTech Park. **ACTION TAKEN: Motion to approve authorization of President/CEO to execute contract of Costar/LoopNet marketing campaign for AgriTech Park. Motion: Errol Rice, Second: Heidi Hockett. Motion Carries.** Business Improvement District FY 2021 Agreement. **ACTION TAKEN: Motion to approve authorization of President/CEO to executive contract of Business Improvement District FY21 Agreement. Motion Yes: Len Watkins, Mark Macek, Heidi Hockett, Rebecca Engum, Mark Cappis, Forrest Ehlinger, Ted Lewis, Nate Weisenburger, Dianne Meinhardt, Nate Weisenburger, Errol Rice, Travis Neil, Ron Nelson, No: Joe Briggs. Motion Carries.**
- EDA Revolving Loan Fund and Administrative Grant. ACTION TAKEN: Authorization of President/CEO to execute EDA Revolving Loan Fund and Administrative Grant. **ACTION TAKEN: Motion to approve authorization of President/CEO to execute EDA Revolving Loan Fund and Administrative Grant. Motion: Heidi Hockett, Second: Mark Cappis. Motion Carries.**

- 8:50 8. Nominations Committee – Len Watkins
Discuss potential nominees for officer and committee positions for FY 2021.
- 9:00 9. Best Places to Work Survey Results – Brett Doney Discuss results of our employee survey last quarter.
- 9:15 9. Employment Policy – Len Watkins
Discuss whether Committee wishes to talk with an HR attorney about the pluses and minuses of having an employee policy. **Ron Nelson abstained from discussion due to a conflict of interest.**
- 9:20 10. CEO Report – Brett Doney
11. Public Comment – Len Watkins
Opportunity for public comment.