Minutes of Meeting
Traill County Economic Development Commission
7:00 p.m. Traill County EDC Office, Hillsboro

Board of Directors present: Gail Mooney, Jay Henrickson, Deb Kyllo, Stuart Larson, Richard Holman, Richard Halvorson, Jessica DeClercq, Scott Hovde, and Gary Nysveen. **Also present:** Executive Director, Melissa Beach; Project Coordinator, Kathy Larson; Reporter, Harry Lipsea, Hillsboro Banner.

Meeting was called to order at 7:00 p.m.

Welcome to Kathy Larson as new Project Coordinator for TCEDC since December 5, 2011.

Secretary's Report
Motion to approve November 16, 2011 meeting minutes by Kyllo, seconded by Halvorson, motion carried.
Motion to approve December 13, 2011 Business Assistance Committee meeting minutes by Larson, seconded by Henrickson, motion carried.

Treasurer's Report
Account #01 (General) - List of checks approved: US Treasury, $963.23; Visa , $534.80; Hometown Aditude, $200.00; Deb Kyllo, $90.58; Mayville State Bookstore, $4.58; Traill County Tribune, $276.06; Business Retention & Expansion, $100.00; The Shopper, $44.90; Halstad Telephone, $192.41; Dale's Food Pride, $70.76; Reardon Office, $124.38; Jay Henrickson, $36.72; John Lang, $33.66; Gary Nysveen, $16.32; Deb Kyllo, $22.44; Richard Holman, $17.85; Kurt Elliott, $40.80; Gail Mooney, $22.44; Melissa Beach, $2810.32; AFLAC, $51.48; ND Blue Cross, $48.90; NDPERS, $321.02; ND PERS Health/Life, $456.44; Michelle Newman, $35.00; Verizon, $93.95; Melissa Beach, $591.60; Hillsboro Banner, $201.66.

Addition of check to Kathy Larson, $444.01 and change of check written to Richard Holman to Richard Halvorson.

Motion to approve treasurer's report by DeClercq, seconded by Kyllo; motion carried.

Motion to approve checks as corrected by Halvorson, seconded by Nysveen; motion carried.

Executive Director's Report
Beach went over the Executive Director's report that is attached.

Unfinished Business
Director introduced City Signage Program guide and application as attached. Discussion held regarding verbiage on "first priority" and "first come, first served" language. Marketing of the program was discussed as to informing all communities. How to decide acceptance was discussed, particularly regarding date of applications. Executive board will make recommendations to the board regarding awards. Motion by Kyllo, seconded by Nysveen and carried to move forward with the signage program with the changes discussed.

New Business
Beach reminded board that Elliott, Larson and Halvorson board terms all end 12-31-2011. Mooney indicated that County Commission will be dealing with appointment for Elliott's seat in January. Motion to accept Larson and Halvorson for additional 3 year terms for submission to County Commission made by Henrickson. Seconded by DeClercq, motion carried.

Loan application was discussed regarding minutes presented. After discussion, board felt that disposition by Loan Committee was appropriate and no executive session was warranted. Language regarding lead lender on the application is to be addressed by the executive committee.

Committee appointments for 2012 were discussed as follows:

Executive Committee: Henrickson, Kyllo, Hovde, Mooney and Nysveen
Business Assistance: Henrickson and 2 non-executive committee members
Organizational Development Committee: Could be disbanded
Recreation: No change
Marketing: Nysveen, Mooney, Holman and DeClercq
Nominating: Larson, Holman and DeClercq

Holman gave a presentation and update on Measure 2 to be on the June ballot for vote. He stressed the need to vote for your community and local choices for tax dollars. Discussion involved ag/farmland values for taxation.

Board members reported on activities and events taking place in their communities
Nysveen invited members to Hillsboro Christmas Carnival on Saturday, December 17th at the Hillsboro Armory, sponsored by Hillsboro Business Association.
Kyllo invited members to Christmas Concert on Sunday, December 18th at 3 PM.
Nysveen reported that Hillsboro Community Partnership is ready to sell buildings on closed bids through their attorney.
Complimented DeClercq on new State Farm commercial being aired with her as the "star."
Mooney thanked the members for her past 2 years as chairman.

The next meeting will be Thursday, January 19, 2012 at TCEDC Board room.

Meeting adjourned at 8:30 p.m.

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Officer (Print Name and Office)	(Signature)	(Date)
_____	_____	_____
Recording Secretary (Print Name)	(Signature)	(Date)