



Regional Economic Development

MINUTES OF THE MONTHLY MEETING
Williston Center for Development – CVB Conference Room
Thursday, December 21, 2017 - 11:30 a.m.

I. CALL TO ORDER:

Brad Curtis called the meeting to order at 11:46 AM

II. ROLL CALL

Jeremy Cox	E	Brad Curtis	P	Kevin Johnson	P
Ann Kvande	P	Ken Callahan	T	Jordon Evert	P
Cherie Harms	P	Dennis Lindahl	E	KayCee Lindsey	T
Justin Maddison	P	Jory Meyer	E	Cindy Sanford	P
Curtis Shuck	E	Gene Veeder	E	Liz Wilder	P
Brad Bekkedahl	P	Jerry Bergman	P	Dan Bjerknes	E
Howard Klug	P	Amy Krueger	P	Janna Lutz	P
John Miller	E	Shawn Wenko	P		

EXECUTIVE BOARD: Jeremy Cox, Brad Curtis, Kevin Johnson, Brad Bekkedahl, Howard Klug and Shawn Wenko

EXECUTIVE OFFICER: Ann Kvande

GUEST(S): Daniel Stenberg, Economic Development Coordinator, McKenzie County

III. OFFICERS REPORT

A. SECRETARY’S REPORT:

Meeting Minutes for November 16, 2017 were presented.

WILDER MOTIONED TO APPROVE THE NOVEMBER 16, 2017 MINUTES AS PRESENTED. CALLAHAN SECONDED THE MOTION. THE MOTION CARRIED ON A VOICE VOTE.

B. TREASURER’S REPORT:

1. Treasurer’s Report November 30, 2017

Kevin Johnson presented the treasurer’s report for month end November 30, 2017. The gross profit was \$3,308.40 with the expenses of \$18,048.58 for a net loss of \$14,740.18. The check book balance for November 30, 2017 is \$115,342.27.

Johnson provided an update to the board that of the available balance of \$115,382.21 WRED’s portion available for use is \$70,325.91. The remaining funds included in WRED’s finances are not board restricted, but have been earmarked for use by Williston Economic Development (\$32,704.89), Job Service - Job Fairs (\$2,598.32), Events (\$4,193.75) and Friends of the Sales Tax (\$5,559.34).

2. Preliminary Budget 2017-2018

Johnson reviewed the preliminary budget that has been added to the profit loss report. A budget of \$20,000 has been listed as unallocated funds. Of the \$20,000 budget, \$4,197.87 are available to be reallocated if needed.

BERGMAN MOTIONED TO ACCEPT THE TREASURER REPORT FOR MONTH END NOVEMBER 30, 2017. MOTION SECONDED BY WILDER. MOTION CARRIED ON A VOICE VOTE.

C. PRESIDENT'S REPORT

1. Old items on the Strategic Plan Working Document

Curtis discussed with the board that there are quite a few items on that are old on the Strategic Plan Working document. The board discussed that some of these item are ongoing. Goal 3: Collaborate with established groups working on a regional basis should be moved to the objectives instead. Wenko will have an update on Goals 4 and 6 at the January meeting. Goal 7 will start planning in January 2018. Goal 8 was to search out a possible lobbyist for WRED. Goal 9 will be removed and Goals 10-12 have just been added. Kvande noted that she has updated Goals 1, 2 and 5 based off of conversation at the last few board meetings.

Bergman asked about the redistricting of the legislative districts and who was involved. Bekkedahl explained the process and that there are 47 districts but there could be as many as 53.

2. Formation of Committees to Complete Work Documents Goals

Curtis noted that committees could be formed to complete these goals.

Callahan asked that if any of the board members are on a committee and no longer wish to be or board members want to join a committee to let Kvande know.

D. EXECUTIVE OFFICER'S REPORT

1. WED Strategic Plan

Kvande stated that the WED Strategic Plan was emailed out to the WRED board for feedback.

2. WRED month e-newsletter

Kvande stated that the first monthly e-newsletter has gone out to the membership and that the e-newsletter has been added to the working documents with all of the board members listed that assist in providing the community reports. Kvande noted that everyone can email her their information for the e-newsletter that will go out the beginning of January.

3. Website Content www.WillistonREDC.com

Kvande informed the board that the WRED meeting packets are now uploaded on the WRED website, so that the board will visit the website at least once a month. Kvande requested that the board submit to her any ideas that they have for the website or content that they would like to see added.

4. WBPC – Bakken Now sponsor for \$20,000

Kvande noted that Bergman made a motion through emails for WRED to sponsor the WBPC for \$20,000. Callahan seconded the motion with the amendment that the 12 registrations would be used by the board to attend. The board discussed using the 4 booths to provide a regional message. The board wanted to ensure that those using the registration will actually be in the WRED booths and not other booths at the show.

It was discussed that the economic developers on the board should be included and that entities such as TRE and WAWS should be showcased as well.

Kvande noted that she set the budget for WBPC at \$23,000, so that hotel rooms could be covered as well.

BEKKEDAHL MADE THE MOTION THAT THE WRED PRESIDENT WOULD ASSEMBLE A COMMITTEE TO DECIDED WHO SHOULD ATTEND THE WBPC TO REPRESENT WRED AND WHAT MARKETING MATERIALS SHOULD BE CREATED. MOTION SECONDED BY LUTZ. MOTION CARRIED ON A VOICE VOTE.

5. National Hard Spring Wheat Show Sponsorship

Kvande asked the board if WRED wanted to sponsor the National Hard Spring Wheat Show as agriculture is key industry in diversifying the economy.

KLUG MOTIONED TO SPONSOR A BREAK FOR \$500 AT THE NATIONAL HARD SPRING WHEAT SHOW. WILDER SECONDED THE MOTION. THE MOTION CARRIED ON A VOICE VOTE.

III. NEW BUSINESS

A. GIS PLANNING SOFTWARE

Kvande showed the board the GIS Planning software that WED uses and informed them of the opportunity to get the software for all 7 counties of our trade region for \$2200. The software will be able to be used by the economic development offices and allows for commercial and industrial real estate and building for sale or lease to be listed. It also would show demographics and community profiles for the region. It lists the business in the region and provides a source for businesses to go to if they are missing from the map or their information is incorrect.

HARMS MADE THE MOTION TO APPROVE PAYING \$2200 TO ADD THE ADDITIONAL 6 COUNTIES TO THE GIS PLANNING SOFTWARE. MOTION SECONDED BY MADDISON. MOTION CARRIED ON A VOICE VOTE.

IV. UNFINISHED BUSINESS

A. STRATEGIC PLAN

1. Comprehensive Strategic Plan – Working Document

Kvande will work with the executive officer of the Williston Area Builders Association on the details of the legislative social.

Callahan stated that he will visit with KayCee Lindsey, Howard Klug and Brad Bekkedahl regarding the legislative committee and will get a meeting scheduled.

2. Community Reports

The board was asked to email in their community reports. CVB mentioned that the Spring Lake Park Holiday Drive has recorded record numbers and to remind the board that only 1 ½ weeks remain to check it out. Sanford notified the board the Workforce Development Board for the state is barely represented by the western side of the state. She will email a link to the board and encourages them to share it. Callahan added that he would give Sanford time to present at the API membership meeting on January 2, 2018. Sanford also noted that there is a high spike in the minority population.

VI. ADJOURNMENT

MOTION MADE BY CURTIS TO ADJOURN. MOTIONED SECONDED BY CALLAHAN.
MOTIONED CARRIED BY A VOICE VOTE.

The meeting is requested to be adjourned at 1:02 p.m.

VII. THE DATE OF THE WREDC MONTHLY BOARD MEETING

A. The next meeting is scheduled for January 25, 2017.

Ann Kwande

Williston Regional Economic Development
Executive Officer