

**MEETING MINUTES ECONOMIC DEVELOPMENT CORPORATION
EXECUTIVE COMMITTEE
April 5, 2016**

Members Present: Thomas Bauknecht, Brady Koss, Carol Feller-Gottard, and Andy Merry
Excused Absent: Fred Westphal
Others Present: Angie Close and Keri Beck

Meeting was called to order by President Thomas Bauknecht at 4:05 pm.

Minutes of Previous Economic Development Executive Committee Meeting: Motion by Koss, second by Merry, to approve the minutes from March 1, 2016. All Ayes. Motion Carried.

Public Comment: None

Langlade County Economic Development Corporation:

- A. LCEDC Funding Committee Update:** Close updated the LCEDC Executive Committee that the Loan Review Board has agreed to take on an additional responsibility of developing a Langlade County Economic Fund Development Plan. A suggestion from the Loan Review Board Committee is to invite the City Administrator to also be part of the development. The Fund Development Committee will develop a fund plan that supports the mission of Langlade County Economic Development Corporation. Motion by Koss, second by Merry to recommend approving the additional responsibility of the Loan Review Board to the LCEDC Board. All Ayes. Motion Carried.
- B. 2016 Entrepreneur Training Course Program:** Close read a thank you email from the Suick Family Foundation on the success of the 2015 program. She reported that three graduates from the course will or already have open businesses in 2016. Close reported that the 2016 Entrepreneurs Course will be in the fall and a goal of the expansion of the program will be to develop a mentoring entrepreneurs group.
- C. Discuss Workforce Development Efforts:** Close informed the Executive Committee that the Best Practices in Talent Attraction and Development will be held at NTC-Antigo Campus on Friday, April 29 from 8-10 am. Anybody interested can register with NTC. Forward Services is in the LCEDC Boardroom every third Wednesday of the month to offer workshops for people needing assistance in finding a job.
- D. Review LCEDC Budget/Financials:** Close presented the final 2015 Corporation Review that was prepared by Kerber Rose Certified Public Accountants to the Executive Committee. There were no concerns in the review. Approval of the financial statements will move to the LCEDC Board. Also moving to the full board will be the approval of two account creations to track the entrepreneurial course expenses and reimbursements. Motion by Koss, second by Feller-Gottard to recommend to the LCEDC Board to move \$3000 from the unallocated funds to a new expense account called Business Development Expense under the existing marketing budget. All Ayes. Motion Carried.
- E. LCEDC Executive Director Goals:** Close presented the 2016 Executive Director Goals. Suggestion was made by Koss to have separate meetings for employee evaluations and budget approval. Approval of the Executive Director's goals will be on the next LCEDC Board Agenda.
- F. Update on Economic Development Corporation Activities:** Close updated the LCEDC Executive Committee on the following activities:
 - Celebrations Food and Drink LLC loan closing
 - Physiology and Psychology of Adventure Travel Workshop will be on Friday, April 8 from 9-11 am. This is a collaborative effort with the Antigo/Langlade County Chamber of Commerce and LCEDC
 - The last training for Everbridge was held. Testing is currently being conducted before marketing to the public.
 - A Langlade County village has contact LCEDC to administer a potential TEA Grant
 - Close updated the Executive Committee on past and future CDBG grant monitoring sessions

Old Business: No old business was discussed.

New Business & Meeting Date: Next meeting date is Tuesday, May 3, 2016 at 4:00 pm.

Adjourn: Motion Koss, second by Merry to adjourn at 5:11 pm. All Ayes. Motion Carried.

Respectfully submitted,
Keri Beck, Recording Secretary