

**Martin County Economic Development Authority (MCEDA)**  
**Organizational Meeting Minutes #2**  
**July 31, 2007**  
**Commissioner Board Room**

The second organizational meeting of the Martin County Economic Development Authority (MCEDA) was called to order by Commissioner Dan Schmidtke. Those present were: Pierce, Boler, Kotewa, Sukalski, Clark, and Grupe. Others present were Scott Higgins, County Coordinator and Robert Gunther, State Representative 24A.

Each member introduced themselves. Schmidtke welcomed and congratulated Clark on his recent appointment.

Motion by Sukalski, seconded by Kotewa to approve the agenda. Carried unanimously.

**OLD BUSINESS**

Gunther stated that as a result of legislation he sponsored there is a grant opportunity through the Department of Employment and Economic Development (DEED)-Business and Community Development Division Request for Proposals for the Development of Entrepreneurs and Small Business in Faribault and Martin Counties. Gunther stated that there are three matching grants available through this program-one for Martin County, one for Faribault County, the other for Riverbend Center for Entrepreneurial Facilitation (Mankato). The grant is to provide direct services of business counseling and assistance. Not necessarily to be used to expand an existing business or provide money for construction of a building. Grant awards are for a two year period (2008-2009). The grants do carryover. Proposals are due Sept. 7, 2007.

Higgins stated that Faribault EDA indicated that it might be possible to partner with Martin County EDA on the grant. Sukalski stated that this may be a good avenue to hire an individual and offset the cost. Boler stated the need to take advantage of the grant money and that the Riverbend Facilitators should be contacted. Clark concurred with the need to hire those that have knowledge of economic development and know how and where to get the money. After much discussion and by consensus of the Board it was determined to research the grant further and invite Bryan Stading, Riverbend Center for Entrepreneurial Facilitation to discuss the services they provide in economic development. Gunther indicated he would have someone come from DEED to review the grant with the EDA.

Pierce suggested the need for succession planning for businesses. Clark stated that need to look at all avenues of economic development including the development of "virtual" companies and communities having high level of communication technologies such as DSL.

## NEW BUSINESS

Higgins stated that the Board would need to formulate Bylaws for the EDA and stated that sample Bylaws were provided in last week's agenda packets. After discussion, by consensus the Board directed Higgins to develop a draft copy for the EDA to review at their next meeting.

Higgins suggested that the EDA may want to consider organizing subcommittees within the Board such as marketing committee, revolving loan committee, special projects, etc. It was suggested that the Board would continue to review.

No action taken on the Official Seal/Logo for MCEDA.

Election of officers.

Discussion ensued to go ahead and elect officers. It was suggested that a Chair (President), Vice Chair (Vice-President), and Secretary/Treasurer be the officer positions for the EDA.

Schmidtke called for nominations for Chair. Motion by Grupe to nominate Sukalski as Chair, seconded by Clark. Schmidtke asked for further nominations. There were none. A unanimous ballot was cast for Sukalski.

Sukalski called for nominations for Vice Chair. Clark nominated Kotewa, seconded by Grupe. Sukalski asked for any further nominations. There were none. A unanimous ballot was cast for Kotewa.

Sukalski called for nominations for Secretary/Treasurer. Boler nominated Chris Pierce, seconded by Clark as Secretary/Treasurer. Sukalski asked for any further nominations. There were none. Schmidtke moved to approve the Chris Pierce as Secretary/Treasurer, seconded by Boler. Carried unanimously.

Higgins informed the Board the current status of the preliminary budget for the EDA and inquired if there were any needed additions or revisions to the preliminary budget request. There were none.

Higgins reported that the MCEDA is a member of the Minnesota Association of Professional Developers (MAPCED) and that at this point Higgins is the contact for the organization and suggested that maybe the Chair should be the contact. Higgins also reported that two more townships have given resolution of support for County EDA. An updated list will be provided at the next meeting.

The next meeting was set for Monday, August 6, 2007 at 4:00 pm in the County Board room.

With no further business, motion by Schmidtke, seconded by Boler to adjourn. Carried unanimously. The meeting adjourned at 7:00pm.

