



Kandiyohi County & City of Willmar
ECONOMIC DEVELOPMENT COMMISSION

**JOINT OPERATIONS BOARD ANNUAL MEETING
AGENDA**

**11:00 a.m., January 10, 2019
Board Room, EDC Office, Willmar**

11:00 **CALL TO ORDER** (7 members/4 = quorum) President Donna Boonstra

11:01 **ADDITIONS OR DELETIONS TO AGENDA OR CONSENT AGENDA** President Boonstra

11:03 CONSENT AGENDA

- Approve:
1. Minutes of December 13, 2018 meeting
 2. Financial reports as of December 31, 2018
 3. Payment of bills
 - a. Minnesota Counties Intergovernmental Trust of \$2,565 (\$2,043 for liability insurance coverage and \$522 for workers' compensation)

- Accept:
- Committee/Subcommittee Minutes
1. Agriculture and Renewable Energy Development 11/15 and 12/20/2018
 2. Broadband and Advanced Technology 12/3/2018
 3. Business Retention Expansion/Recruitment 12/7/2018
 - a. BRE Survey Planning Subcommittee 12/27/2018
 4. Marketing and Public Relations 11/26/2018

11:05 **ITEMS REMOVED FROM CONSENT AGENDA** President Boonstra

11:10 UNFINISHED BUSINESS

11:25 NEW BUSINESS

1. Boards' Annual Strategic Planning Session Aaron Backman
2. Other

11:35 PROGRESS REPORTS

1. Willmar/Willmar Industrial Park Bruce Peterson/Aaron Backman
2. 2018 Goals
 - a. Child Care Initiative Connie Schmoll
 - b. Diverse Business Initiative Aaron Backman

- c. Opportunity Zones Connie Schmoll
 - d. Transportation Infrastructure Aaron Backman
 - i. Highway 23 Coalition
3. Business Visits and Meetings Aaron Backman/Connie Schmoll

12:15 ANNUAL MEETING

- 1. Regular Board Meeting Date, Time and Location President Boonstra
- 2. Assignment of Board Members to Standing Committees President Boonstra

For information only, board members served on the following in 2018:

- Ag Committee—Rollie Boll
- Broadband and Advanced Technology Committee—Donna Boonstra
- BRE/R Committee—Les Heitke and Kelly TerWisscha
- Finance Committee—Kerry Johnson and Bruce Peterson
- Marketing and Public Relations—Donna Boonstra
- Leisure Travel (CVB)—Art Benson

- 3. Appointment of Two Board Members to Perform Executive Director’s Annual Review President Boonstra
- 4. Appointment of Two Board Members to Audit Committee President Boonstra
- 5. Election of 2019 Officers President Boonstra

12:45 COMMITTEE REPORTS [REMINDER: UNLESS A BOARD MEMBER HAS A QUESTION OR NEEDS ACTION ON A COMMITTEE RECOMMENDATION, ONLY COMMITTEES WITH NEW INFORMATION SINCE THE MINUTES INCLUDED IN THE BOARD PACKETS SHOULD REPORT]

- 1. Agriculture and Renewable Energy Development Rollie Boll/Connie Schmoll
- 2. Broadband and Advanced Technology Donna Boonstra/Connie Schmoll
- 3. Business Retention and Expansion/Recruitment Les Heitke/Kelly TerWisscha/
Aaron Backman
- 4. Finance Kerry Johnson/Bruce Peterson/Aaron Backman
- 5. Marketing and Public Relations Donna Boonstra/Aaron Backman
- 6. Leisure Travel Art Benson/Aaron Backman

1:00 ADJOURNMENT—Next board meeting **11:00 a.m., Thursday, February 14, 2019** at the EDC Office, 222 20th Street SE, Willmar