

A WCJDA Board meeting was held on Wednesday, 7/5/23 in the Community Room at the Park River City Office.

Board members present were Greg Young, Jeane Flaten, Terri Gorder, Julie Gemmill, Mary Houdek, Karen Anderson, Julie Byron and Wanda Lee. Unavailable: Jeff Moen, Lucas Kelley, Kyle Halvorson and Amy Suda.

Julie Gemmill, Board Chair called the meeting to order. She also shared that she received a letter of board resignation from Diana Hahn earlier in the day.

**NEW BUSINESS:**

- A. Dawn Mandt, Executive Director, Red River Regional Council (RRRC) Proposal for partnership with WCJDA
  - Dawn reviewed a Partnership Proposal (attached) and answered follow up questions about the hiring process, the 3% annual inflation rate and what remote work looked like.
  - Wanda Lee and Jeane Flaten joined the meeting during the presentation.
  - Julie Gemmill declared a quorum for the meeting.
  - Dawn shared an update on the 532 Hill business incubator in Grafton, shared and reviewed the accomplishments in the RRRC's Q2 newsletter and shared a handout on the State of Region 4 (positive trends and pinch points).
  - Dawn thanked the board for the opportunity to present and potentially partner. Dawn left the meeting. The board members discussed the Partnership Proposal and Jeane Flaten made a motion to accept the Partnership Proposal, second by Terri Gorder. A roll call vote was held. Greg Young - yes, Jeane Flaten - yes, Terri Gorder - yes, Mary Houdek – abstained as she is also a member of the RRRC board, Karen Anderson - yes, Julie Byron - yes, Wanda Lee – yes and Julie Gemmill – yes. Motion carried.

**ADMINISTRATIVE DETAILS:**

- A. Approval of Minutes – Motion by Greg Young, second by Wanda Lee to approve the minutes of the 6/7/23 board meeting. Unanimous. Motion carries.
- B. Approval of Financials – Julie mentioned there are no bills to review and reminded board members to send their mileage claims directly to [stacy@hmrcpas.com](mailto:stacy@hmrcpas.com).

**OLD BUSIENSS:**

- A. Daycare Update – Greg Young provided an update to include the building is adequately insured, REM has plans to relocate by October 1<sup>st</sup>, estimates were received for the remodel and for all items needed to install the sprinkler/alarm system. Mary Houdek shared a contact from Options to connect with to review the floor plan for ADA compliance.

- B. Wild Magnolias Update – Julie Gemmill shared that the company did not resubmit their Polar Grant application and accepted the loan we offered - \$10,000 loan at 2% interest with monthly payments to start 9/1/23.
- C. Bully Brew Polar Grant Update – Julie Gemmill shared that Angele French completed and submitted the paperwork for the grant application.
- D. Email Update – Julie Gemmill confirmed she is now being cc-ed on emails to the WCJDA email account.

**ANNOUNCEMENTS:**

Mary Houdek shared information on a July 18<sup>th</sup> Work Based Learning as a Talent Pipeline webinar for businesses to attend, the Grand Forks Workforce Center Q2 newsletter and the June Walsh County Area Profile published by Job Service North Dakota.

**NEXT MEETING:** It was decided to cancel the 8/2/23. If an August meeting is needed it will be scheduled through ZOOM. September's regularly scheduled meeting is 9/6/23.

**ADJOURNMENT:** Jeane Flaten motioned, Greg Young seconded for adjournment.