

HENDRUM ECONOMIC DEVELOPMENT AUTHORITY

Regular Board Meeting Minutes

November 14, 2022

CALL TO ORDER

President Johannsen called to order the regular meeting of the Hendrum EDA at 6:11 pm on November 14, 2022 in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.

ROLL CALL

The following board members were present: Curt Johannsen and Mike Smart.

The following city personnel was present: Keri Plemmons, EDA Secretary-Treasurer.

CONSENT AGENDA

- a) October 10, 2022, EDA regular meeting minutes

MOTION: C. Johannsen moved; seconded by M. Smart to approve the consent agenda.

ALM: absent; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

APPROVAL OF AGENDA

- a) Add to New Business: **A. Promotional Advertising**
- b) Add to New Business: **B. Christmas Light Contest**

MOTION: M. Smart moved; seconded by C. Johannsen to approve the agenda with the listed additions.

ALM: absent; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

REPORTS OF OFFICERS AND DEPARTMENT HEADS

- a) **PRESIDENT:** No report.
- b) **SECRETARY/TREASURER:**

A. Financial Report: The October financial report and November claims list totaling \$454.96 were presented for approval.

MOTION: M. Smart moved; seconded by C. Johannsen to approve the October financial report and payment of the following claims totaling \$454.96.

Berkley Risk Administrators	\$89.63
Red River Valley Co-op	\$163.91
City of Hendrum	\$102.41
The Red River Promoter	\$75.00
Amazon.com	\$5.65
Internal Revenue Service	\$18.36

ALM: absent; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

UNFINISHED BUSINESS

- A. Elementary School:** The city is working on getting the kitchen licensed through the Minnesota Department of Health. There have been no updates regarding REACH's interest in a space in the school building.
- B. Coffee Cup Promotion:** No update.
- C. Rental Space:** Destiny Gawalek is interested in entering into an agreement to lease the salon space in the Professional Building. The board set rates and authorized the lease agreement.

MOTION: C. Johannsen moved; seconded by M. Smart to enter into a lease agreement with Destiny Gawalek to rent Unit #1 of the Hendrum Professional Building for one-hundred and twenty-five dollars per month for the first six months at which time the rent will be increased to one-hundred and fifty dollars per month with President Johannsen and Secretary/Treasurer Plemmons authorized to sign the lease agreement.

ALM: absent; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

NEW BUSINESS:

- A. Promotional Advertising:** R&J Broadcasting sent out a solicitation to chat with someone about what they could offer to help promote Hendrum. President Johannsen will reach out and see what they have to offer.
- B. Christmas Light Contest:** A Christmas light judging committee was set up consisting of board members M. Alm and M. Smart. Christmas lights will need to be up by December 19th to be considered by the committee. Gift certificates to a local business were approved.

MOTION: M. Smart moved; seconded by C. Johannsen to purchase gift certificates in the following denominations from Nepstad Oil: Two twenty-dollar, two fifteen-dollar, and two ten-dollar gift certificates.

ALM: absent; JOHANNSEN: aye; SMART: aye. MOTION PASSED.

ADJOURNMENT

Having no further business, *M. Smart moved; seconded by C. Johannsen to adjourn the meeting at 6:29 pm. The next regular board meeting will be at 6:00 pm on December 12, 2022, in the boardroom of the Professional Building located at 308 Main Street East in Hendrum, Minnesota.*

Minutes submitted by: Keri Plemmons, Secretary/Treasurer