

KANDIYOHI COUNTY AND CITY OF WILLMAR ECONOMIC DEVELOPMENT COMMISSION (EDC)
JOINT OPERATIONS BOARD (OB)
FINANCE COMMITTEE
MINUTES
April 10, 2012
EDC Board Room, Willmar

Present: Matt Behm, Brian Borgerding, Les Nelson, Rick Nordin and Randy Zinda

Excused: Nick Dalton, Bruce Peterson and Kevin Rueckert

Absent: Russ Weeks

Guest: Justin Schnichels of North American State Bank

Staff: Jean Spaulding, Assistant Director

Secretarial: Nancy Birkeland, Legal & Administrative Assistants, Inc. (LAA)

Jean Spaulding called the meeting to order at approximately 12:00 p.m. followed by self introductions.

MINUTES—

IT WAS MOVED BY Randy Zinda, SECONDED BY Les Nelson, to approve the minutes of the February 14, 2012 meeting as emailed. MOTION CARRIED.

UNFINISHED BUSINESS

Finance Seminar. Jean Spaulding provided information on previous finance seminars presented to area lenders. Liz Struve of the Small Business Development Center (SBDC) provided Spaulding with a workshop outline for “Monitoring Your Business Financial Position (see attached),” which is a possibility for the seminar. Other seminar topics could include the new property search feature on the EDC’s website; customer service training through the University of Minnesota; and Business First Stop Assistance through the Minnesota Department of Employment and Economic Development (DEED).

It was recommended to do a half day morning seminar in the fall for small businesses using the SBDC workshop outline plus an overview of the available loan programs and include a survey on what other topics participants would like information. Lenders will be asked to market the seminar to their customers. Spaulding reported the number of businesses being counseled in Kandiyohi County by the SBDC is low and this workshop would maybe increase their activity in Kandiyohi County. Committee members indicated they would find it beneficial to get training on the property search feature of the EDC’s website. Spaulding will contact DEED as to whether or not they have an individual who could provide training on the property search feature.

NEW BUSINESS

Loan programs. The committee reviewed the outstanding Entrepreneurs' Loan Guarantee Program (ELGP) loans and noted S & D Repair paid off its loan in full ahead of schedule. Discussion was held on whether the maximum ELGP loan amount should be increased to \$50,000 or another amount.

IT WAS MOVED BY Randy Zinda, SECONDED BY Les Nelson, to recommend to the Kandiyohi County and City of Willmar Economic Development Commission Joint Operations Board that it increase the maximum loan amount under the Entrepreneurs' Loan Guarantee Program to \$50,000.

Spaulding stated the committee will also start tracking the Revolving Loan Fund loans.

[Randy Zinda was excused from the meeting.]

Spaulding informed the committee of a potential ELGP loan application.

Members. Brian Borgerding submitted his resignation from this committee and recommended Justin Schnichels as his replacement.

IT WAS MOVED BY Les Nelson, SECONDED BY Matt Behm, to accept with regret the resignation of Brian Borgerding and to appoint Justin Schnichels to the Kandiyohi County and City of Willmar Economic Development Commission Finance Committee. MOTION CARRIED.

ADJOURNMENT—There being no further business, the meeting was adjourned at approximately 12:50 p.m.

NEXT MEETING—The next committee meeting is **noon, Tuesday, May 8, 2012** at the EDC Office, 333 Litchfield Avenue SW, Suite 100, Willmar.

Monitoring Your Business Financial Position

Workshop in Willmar Area, TBD

Workshop Outline

Introduction – 5 min

- SBDC – What we do, Who we are
- Speaker(s)

Overview of the Importance of Monitoring Business Financial Position
– 10 min

- Profits
- Cashflow

Participant Quiz – 10 min

- What is Net Worth?

- What is Working Capital?
 - What is the Working Capital Cycle?

- Pricing Question
 - Markup vs Margin Pricing

- What are Three Uses of Net Profit After Taxes?

Quiz Answers – 15 min

- (use white board or sheets on easel)

Role of the SBDC in Providing Assistance - 10 min

- Analytical assistance to improve business owners ability to monitor their business
- Assistance in planning properly
- Assistance with loan packaging

Q&A – 10 min