



**JOINT OPERATIONS BOARD (OB) ANNUAL MEETING
AGENDA**

**11:00 a.m., January 8, 2015
Board Room, EDC Office, Willmar**

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

11:01 **ADDITIONS OR DELETIONS TO AGENDA** President Carlson

11:03 **CONSENT AGENDA**

- Approve:
1. Minutes of December 11, 2014 meeting
 2. Financial reports as of December 31, 2014
 3. Bills
 - a. Minnesota Counties Intergovernmental Trust for \$3,110 (insurance for public employees, blanket bonds, property, business automobile, marine and general liability)
 - b. Willmar Lakes Area Chamber of Commerce for \$1,100 for 2015 dues
 4. Payment of \$34,000 as budgeted to Willmar Lakes Convention & Visitors Bureau for 2015 Tourism Partnership Agreement

- Accept: Committee Minutes
1. Agriculture and Renewable Energy Development 11/20/2014
 2. Business Retention and Expansion/Recruitment 11/5/2014
 3. Marketing and Public Relations 11/24/2014

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

11:10 **CLOSED EXECUTIVE SESSION FOR EXECUTIVE DIRECTOR REVIEW**

11:25 **PROGRESS REPORTS**

1. Willmar Bruce Peterson
2. Willmar Downtown Development, Inc. Steve Renquist

- 3. EDC/MinnWest Technology Campus Steve Renquist/Jean Spaulding
- 4. Willmar Area Multicultural Business Center Jean Spaulding

11:40 **UNFINISHED BUSINESS**

- 1. 2015 Strategic Plan Steve Renquist/Jean Spaulding

12:05 **NEW BUSINESS**

12:35 **ANNUAL MEETING**

- 1. Adoption of 2015 standing committees/subcommittees President Carlson

For information only, 2014 committees/subcommittees were:

- a. Agriculture and Renewable Energy Development (Ag)
- b. Business Retention and Expansion/Recruitment (BRE/R)
 - (I) Technology Advisory Subcommittee (recommend changing to a committee)
- c. Finance
- d. Marketing and Public Relations

- 2. Regular board meeting date, time and location President Carlson
- 3. Assignment of board members to standing committees President Carlson

For information only, following board members were assigned to the following in 2014:

- Ag Committee—Rollie Boll
- BRE/R Committee—Bob Carlson and Bruce Peterson
- Technology Advisory—no one
- Finance Committee—Gary Gilman and Bruce Peterson
- Marketing and Public Relations—no one

- 4. Reappointment of committee/subcommittee members President Carlson

12:55 **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/Steve Renquist
- 2. Business Retention and Expansion/Recruitment .. Bob Carlson/Bruce Peterson/Steve Renquist
 - a. Technology Advisory Subcommittee Jean Spaulding

- 3. Finance Gary Gilman/Bruce Peterson/Jean Spaulding
- 4. Marketing and Public Relations Jean Spaulding
- 5. Leisure Travel Jim Butterfield

1:00 **ADJOURNMENT**— Next meeting **11:00 a.m., Thursday, February 12, 2015** at the EDC Office, Willmar