



Kandiyohi County & City of Willmar
ECONOMIC DEVELOPMENT COMMISSION

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

**11:00 a.m., July 9, 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 June 11, 2015 meeting
- 2. Financial reports as of June 30, 2015

- Accept: Committee Minutes
- 1. Agriculture and Renewable Energy Development 4/16/2015
- 2. Broadband and Advanced Technology 6/1/2015
- 3. Business Retention and Expansion/Recruitment 5/6/2015
- 4. Finance 5/12/2015
- 5. Marketing and Public Relations 5/18/2015

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

11:10 PROGRESS REPORTS

- 1. Willmar. Bruce Peterson
- 2. Willmar Downtown Development, Inc.. Steve Renquist
- 3. EDC/MinnWest Technology Campus. Steve Renquist/Jean Spaulding
- 4. 2015 Strategic Plan. Steve Renquist/Jean Spaulding

11:50 **UNFINISHED BUSINESS**

1. Executive Director job description..... President Carlson

12:20 **NEW BUSINESS**

1. Fiscal host for Kandiyohi County CEO program..... Jean Spaulding
2. Funding request for Boom Town event..... Jean Spaulding
3. Payout of Executive Director’s vacation and sick leave pay..... President Carlson

12:50 **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. Broadband and Advanced Technology..... Linda Kacher/Jean Spaulding
3. Business Retention and Expansion/Recruitment.Bob Carlson/Bruce Peterson/Steve Renquist
4. Finance. Gary Gilman/Bruce Peterson/Jean Spaulding
5. Marketing and Public Relations. Donna Boonstra/Jean Spaulding
6. Leisure Travel..... Donna Boonstra

1:00 **ANNOUNCEMENT AND ADJOURNMENT**

- Executive Director’s retirement recognition **Wednesday, July 29, 2015**
 - open house **3:00 p.m.**, Multipurpose Room (west side, lower level), Kandiyohi County Health & Human Services Building
 - social hour **5:30 p.m.** and dinner with boards of directors **6:00 p.m.**, The Oaks
- Next board meeting **11:00 a.m., Thursday, August 13, 2015** at the EDC Office, 222 20th Street SE, Willmar