**Rugby Job Development Authority**

**June 21st, 2017 – 7:00 AM**

**Board Minutes**

**Regular Meeting**

**JDA Office**

**Members Present:** Chairman Fr. Tom Graner, Nate Kunde, Sandra Wolf, Tanner Johnson, Dave Cichos, Arland Geiszler, Pete Burgard, Bonnie Kuehnemund, Gary Kraft,Jodi Schaan, Terry Hoffert, Daunne Heilman, and, Jennifer Stewart (non-voting). **Members Absent:** Dr. Mike McNeff, Keith Gault, and Karin Fursather (non-voting). **Also Present:** Executive Director Liz Heisey.

**Call to Order:** Fr. T. Graner called the meeting to order at 7:05AM

**Consideration of Agenda - amendments, additions, deletions to the agenda:** Motion by Geisler to approve the agenda with the exception of Randi Heisler’s request for cost sharing to bring in a professional development speaker, noting that Randi Heisler was not in attendance. Second by Cichos, no further discussion was held, vote was unanimous to approve, motion carried.

**Consider Approval of Minutes for May 17th, 2017 JDA regular meeting and the June 5th Special meeting:** Motion by Tanner to approve the minutes of the May 17th, 2017 regular meeting and the June 5th, 2017 special meeting. Second by Cichos, vote was unanimous to approve, motion carried.

**Consider Approval of Treasurer’s Report**: The Board reviewed the revenues and expenses presented. Heisey noted that not all of the financial information was updated and that she was still working on reconciliation. Motion by Kunde to defer approval of the Treasurer’s report until the next meeting when all the reconciliations had been completed. Second by Johnson, no further discussion was held, vote was unanimous.

**Old Business:**

**Scholarships:** The Board discussed the requests for donations from community and charitable organizations for scholarships or fundraising efforts and the use of public funds appropriated for economic development and job development. It was noted that while these are valuable programs within our community, the JDA is funded by public funds appropriated for economic and job development and the JDA is restricted in the use of those funds. Motion by Geisler to stay within the spending restrictions that do not allow the authorization of JDA funds to be spent on charitable donations or fundraising noting that funding can only be used for economic or job development programs. Second by Schaan, no further discussion was held, vote was unanimous to approve, motion carried.

**Chalmers Walk the Property Event Evaluation:** Housing Finance Committee Chairman Johnson thanked everyone for their participation in the Chalmers Walk the Property Event. Johnson reported that he felt the event was deemed an overall success. Johnson felt the event did increase public interest in the properties and that the event was well perceived within the community.

**New Business:**

**Executive Session - Economic Development Strategy, Negotiations, Instructions – Chalmers Addition Consider Approval of Resolution Establishing Sale of Real Property through Non-Exclusive Listing Agreements:** Motion by Heilman to enter into executive session to discuss the economic development strategy, negotiation, and instructions for the Chalmers Addition resolution establishing the sale of real property through non-exclusive listing agreements. Second by Kunde, vote was unanimous to approve, motion carried. Motion by Kunde to conclude the executive session. Second by Johnson, vote was unanimous to approve, motion carried.

**Consider Approval of Resolution 2017-1:** The Board considered the Resolution Establishing Sale of Real Property through Non-Exclusive Listing Agreements which resolves that selected parcels of real property belonging to the Rugby Job Development Authority and located Chalmers First Addition may be sold by licensed real estate brokers by means of nonexclusive listing agreement. Motion by Johnson to approve the resolution as presented. Second by Kunde, no further discussion was held, majority voting yes, motion carried.

**Director’s Report:** Heisey spoke briefly on the Economic Round table attended in Bismarck and cuts at the state level due to budget shortfalls.

**Adjournment: 8:35am**