

**Rugby Job Development Authority  
May 18th, 2022 – 12:00 PM  
Board Minutes  
Regular Meeting JDA Office**

**Members Present:** Chairman Blair Brattvet; Gary Kraft; Jodi Schaan; and Mayor Susan Steinke.

**Also Present:** Executive Director Karl Frigaard

**Members absent:** Rob St. Michel

**Call to Order:** Brattvet called the meeting to order at 12:06 PM

**Consideration of Agenda - amendments, additions, deletions to the agenda:**

Amendments: Approved agenda

Motion: Kraft

Second: Schaan

Vote: All in Favor

**Consider Approval of Minutes for April 19th 2022, JDA regular meeting**

Motion by Kraft

Second by Steinke

Schaan obtained from the vote since she wrote the minutes

Vote All in favor. Schaan obtained from vote.

**Treasurer's Report - Consider Approval of JDA Bills/Financials:** Bills/Financials were presented by Executive Director Karl Frigaard with check book reconciliation.

It was discussed that Karl Frigaard, JDA Executive Director reported Mowing was going to begin Monday May 20<sup>th</sup> weather permitting. Frigaard asked for board approval to write a check the day Harold Volk mows. Discussed Liz Heisey bill for year end accounting and help when Karl Frigaard was on medical leave. Karl Frigaard requested from the board approval to go to the summer EDND conference in Beulah to register for conference and book rooms.

*Motion: by Kraft to pay the bills as presented and pay Harold Volk the day he mows. To approve and pay for Karl Frigaard EDND summer conference registration, hotel rooms and travel expenses.*

*Second: by Schaan*

Kraft, Steinke and Brattvet in favor of motion

**President's Report – nothing to report**

**Director's Report:**

Motion by Steinke, *to pay for BEK to do a/c.*

Second by Kraft

Vote All in favor

Discussion was made on working with a social media consultant and purchasing a GoPro Camera to start doing social media work throughout the community. Board though about contacting Mrs. Trottier about it.

It was also discussed to contact the vendor who did spraying last year to give us a bid for this year's spraying since there was only one bid that came in last year to do the job.

Motion by Steinke to approve Reggie Beachy's bid.

Second by Schaan

Vote All in favor

Develop a social media campaign to promote Rugby. Develop branding and image for Rugby. Work on getting the Chalmer's addition up and on the internet with Reign Realty. Work with Mrs. Trottier on getting student coop students to help with social media and web design and updating. I spoke to Mrs.

Trottier on Wednesday she will bring our project up to student to see if any of them would like to Coop and work on social media and QuickBooks.

Listen to Lisa Velechenko voice over artist doing a commercial for Rugby.

**New Business**

Set up committee to look at workforce housing. Spoke to ~~Jerry Johnson~~ <sup>Gary Jacobson</sup> at High Plains Equipment about setting up a program with them to help get students from trade schools to come to work with them. He wants to be at our June meeting.

Next regular meeting is on June 8<sup>th</sup>, 2022 at 12:00 noon at Rugby JDA Office.

Motion to adjourn 12:55 PM

Motion: Kraft

Second: Schaan

Vote: All in favor

