

AGENDA
RUGBY JOB DEVELOPMENT AUTHORITY
REGULAR MEETING
Thursday, October 25, 2018 - 12:00PM
JDA OFFICE

Conference Call Dial-in Number: (515) 604-9996 Access Code: 696016

1. Call to Order/Roll Call
2. Consideration of Agenda - amendments, additions, deletions to the agenda
3. Consider Approval of Minutes for Aug 23, 2018 JDA regular meeting. (No Sept meeting.)
4. Consider Approval of Minutes for Sept 20, 2018 Executive Committee special meeting.
5. Treasurer's Report – Consider Approval of Bills/Financials
6. Director's Report:
 - a. Having Executive Committee meetings to discuss options for our own community buydown/loan programs.
 - b. EDND Conference Oct 29-31
 - c. New afternoon assistant thru RHS program
7. Old Business:
 - a. Chalmers Addition – Lot 1, Block 7 is sold & house is under construction. Drainage ditch is completed. Advertising collaboration with local realtors will be focused on again in the spring.
 - b. Collaboration/location ideas - updates
 - c. "Tour the Possibilities" event – Thurs, Oct 11 from 5 to 8pm – Was a success!
 - d. Board Bootcamp – Thurs, Nov 15 from 6 to 8pm – Farm Credit Services Meeting Room
 - e.
8. New Business:
 - a. Consideration for possible financial assistance for HAMC project
 - b. Updated billboard advertising option
 - c.
9. Correspondence Received, Special Meetings and Reminders:
 - a. Executive Committee Meeting – Thurs, Nov 1 at 10:00AM – JDA office
 - b. Board Bootcamp – Thurs, Nov 15 from 6:00-8:00PM – Farm Credit Svcs Meeting Rm
 - c. JDA Board Regular Meeting – Thurs, Nov 29 at 12:00PM – JDA office
10. Adjournment

Rugby Job Development Authority

October 25, 2018 – 12:00 PM

Board Minutes

Regular Meeting

JDA Office

Members present: Susan Steinke, Gary Kraft, Terry Hoffert, Michael McNeff, Tanner Johnson, Pete Burgard, Blair Brattvet, Sandra Wolf, Jodi Schaan

Members by telephone: Jennifer Stewart, Karin Fursather, Amber Feickert

Members absent: Susan Selensky, Rob StMichel

Guests present: Susan Sitter (Pierce County Tribune); Erik Christenson & Dustin Hager from Heart of America Medical Center

JDA Executive Director: Jessica Brossart

Tanner Johnson, President, called the meeting to order at 12:05PM.

Motioned by Steinke to approve the agenda, seconded by Burgard, motion carried.

Motioned by Kraft to approve the August 23, 2018 minutes, seconded by Schaan, motion carried.

Motioned by Fursather to approve Sept 20, 2018 Executive Committee meeting minutes, seconded by Burgard, motion carried.

Bills and financials were reviewed. A motion to approve the bills and financials as reported was made by Schaan, seconded by Brattvet, motion carried.

Because of some time constraints, we started with "New Business – a. HAMC Project".

New Business:

- a. Erik Christenson & Dustin Hager of Heart of America Medical Center were present to share information about the new 3D mammography equipment that HAMC would like to purchase. They are asking for a \$10,000 grant from Rugby JDA that would be matched by St. Joseph's Foundation Twice Blessed matching campaign. HAMC currently has digital mammography, but 3D mammography has become the new standard of care. 47 referrals were sent to other hospitals in 2017, & 41 have been referred out so far this year. Brossart had already consulted with city attorney Hartl about this proposal & he affirmed that we needed more information as to the employment impact the 3D mammography is expected to have.

Christenson & Hager provided that information to our board with some handouts.

Estimates of lost revenue from patients being referred to out of town hospitals for this service could lead to losing 2.12 jobs by 2021. Also, the number of full-time jobs affected by mammography are 3.6. Helping with this project will help save jobs in the radiology department.

After further discussion, McNeff made a motion to approve the grant to HAMC for \$10,000 to put toward the 3D mammography project with making sure that the available funds are appropriated from the proper place in our budget, Hoffert seconded. Johnson & Schaan abstained from the voting. All in favor, motion carried.

Rugby Job Development Authority – October 25, 2018 – 12:00 PM
Board Minutes - Regular Meeting - JDA Office

Directors Report:

- a. We had an executive committee meeting on Sept 20 to start exploring options for our own JDA programs. (See minutes.) Souris Basin Planning Council plans to share their proposal at our next executive committee meeting on Nov 1.
- b. Brossart will be attending EDND conference Oct 29-31 in Minot.
- c. Jordan Senger is our new afternoon office assistant through the RHS program.

Old Business:

- a. Chalmers Addition Lot 1, Block 7 is sold with construction started. The drainage ditch in Chalmers Addition is finished. Planning to start collaborative advertising with local realtors in the spring.
- b. There are currently no suitable collaboration/location spaces. Many improvements happening at our office! We are grateful to have new paint & carpet in our office! New carpet & paint in the hallway, new paint on the outside of the building & railing, & new cement on east side are all new building improvements at Hartley's Mall. The City of Rugby also removed the dirt pile & cleaned up the city parking lot on the east side of our building.
- c. JDA "Tour the Possibilities" event was a big success! Between 40-50 people attended! Many entrepreneurs looking for space, local business owners, & many others enjoyed touring 8 buildings & sharing ideas at the social. Brossart is following up with those that expressed interest in starting or expanding a business.
- d. Many boards in town have expressed interest in attending the Board Bootcamp that we are hosting on Nov 15 from 6 to 8pm at the Farm Credit Services meeting room.

New Business:

- a. HAMC project (see above).
- b. "Jobs" will be added to the original billboard proposal to advertise that we have jobs available in Rugby. The bill would now be split 4 ways (JDA, Chamber, CVB, Musuem) at a cost of \$350/month. Motion by Schaan to amend previous motion from June 26, 2018 from \$280/month split 5 ways to \$350/month split between the 4 entities for a 2 year contract, seconded by Burgard. All in favor, motion carried.

The next **regular meeting is scheduled for Thurs, November 29, 2018 at 12:00PM**. Executive committee meeting is Thurs, November 1 at 10:00AM.

Motion to adjourn by Hoffert at 1:05PM, second by Schaan.

Respectfully submitted,

Jessica Brossart, Executive Director