



**JSDC Regular Board of Directors Meeting
April 11, 2022
Official Minutes
JSDC Lower Level Conference Room**

Members Present: Marlee Siewert, Tory Hart, Nick Schauer, Kelly Rachel, Dwaine Heinrich, Mark Klose, Steve Cichos, Jeremy Rham, David Steele, Rod Johnson, Jen Dockter, and Tonya Perkins.

Members Absent: Tom Silbernagel.

Staff Present: Connie Ova, Corry Shevlin, and Tracey Pringle.

Guests Present: Masaki Ova, Jamestown Sun; Danica Chaput, ND Job Service; and Emily Bivens, Jamestown Area Chamber of Commerce.

Call to order: 11:46 a.m. by Marlee Siewert.

Conflict of Interest: Kelly declared a conflict of interest with the Jamestown Monument Flex PACE application.

B) Approval of Agenda:

Dwaine made a motion to approve the agenda as presented, Tory seconded, and the motion passed unanimously by voice vote.

C) President's Report: Marlee reminded the group the Annual Meeting will be held Wednesday, April 27, 2022 at the Newman Center. The social will be from 5:00-6:00 and the meeting will begin at 6:00 pm.

D) Strategic Committee Reports

Organizational Excellence Committee –

(Committee members: Jeremy, Marlee, Tory, Kelly, Mark, David, Jen, Tonya, Connie, Corry, and Tracey) *2022 Members*

- There was no committee meeting this month.
- The Organizational Excellence Committee meets on the first Monday of the month at 9:00 a.m. The next Organizational Excellence Committee meeting is scheduled for Monday, May 2, 2022.

Finance Committee-

(Committee members: Nick, Marlee, Tory, Dwaine, Steve, Jeremy, Rod, Connie, Corry, and Tracey) *2022 Members*

- There was no committee meeting this month.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

(Committee members: Tory, Marlee, Nick, Mark, David, Rod, Tom, Connie, and Corry) *2022 Members*

- There was no committee meeting this month.

- The Existing Business Outreach Committee meets on the first Tuesday of each month at Noon. The next regular monthly Existing Business Outreach Committee meeting is scheduled for Tuesday, May 3rd.

New Business Attraction Committee-

(Committee members: Tom, Marlee, Tory, Kelly, Dwaine, Steve, Jen, Tonya, Connie, and Corry) *2022 Members*

- Tory reported the committee discussed the Jamestown Monument Flex PACE application was discussed which is on today's agenda.
- The Business Attraction Committee meets on the first Wednesday of each month at Noon. The next monthly Business Attraction Committee meeting is scheduled for Wednesday, May 4th.

E) Approval of Meeting Minutes from 3/14/22 Meeting: The minutes were in the One Drive for review.

David moved to approve the minutes of the March 14, 2022 Board of Directors meeting as presented, Jeremy seconded, and the motion passed unanimously by voice vote.

F) Account Status Report: Tracey reviewed the financial reports that were in the One Drive.

Kelly moved to approve the account status report as presented, David seconded, and the motion passed unanimously by voice vote.

G) Economic Development Funding Projection: Nick reviewed the report which was in the One Drive. Tracey provided details to the 2021 expenses.

H) Jamestown Monument Flex PACE Application: Corry reviewed his memo in the One Drive. The request is for \$85,714 on an 80% city – 20% county split.

Tory made a motion to approve the Flex PACE as requested, Dwaine seconded, and the motion passed unanimously by roll call vote. Marlee-aye, Tory-aye, Nick-aye, Dwaine-aye, Mark-aye, Steve-aye, Jeremy-aye, David-aye, Rod-aye, Jen-aye, and Tonya-aye with Kelly abstaining and Tom absent.

I) Staff Reports:

CEO: Connie provided a project update.

Business Development: Corry reviewed his report which was in the One Drive and provided project updates.

Admin/Finance Coordinator: Tracey's report was in the One Drive.

J) Ex-Officio Reports:

City of Jamestown: Dwaine and David reported on the City of Jamestown.

Stutsman County: Mark reported on Stutsman County.

ND Job Service: Danica Chaput reported on ND Job Service.

Jamestown Chamber of Commerce: Emily reported on the Chamber.

SEPA: No report.

Adjourn: Marlee adjourned the meeting at 12:40 p.m.

Respectfully submitted - Tracey J Pringle, Administrative Coordinator