

Flandreau Development Corporation

Meeting Minutes

Tuesday, March 13, 2018

Board members in attendance included Carleen Wild, Kelley Ramsdell, Shawn Jaacks, Ardene Boysen, Dan Sutton, Jason Unger, Jessica Hovland, Scott Hargens (on the phone).

Meeting called to order at 5:34 PM.

Dan moved to approve the agenda; Kelley seconded the motion; the motion passed unanimously.

Jason moved to approve the minutes; Ardene seconded the motion; the motion passed unanimously.

President's Report - Carleen Wild

Carleen gave highlights from the past month and upcoming events:

- There have been 3 listening sessions so far, another 3 are being planned for after the Annual Meeting. Dates are yet to be determined. Some interesting conversations have come out of these meetings including a discussion about a proposed downtown development by a local entity, and a discussion about how business owners might better mentor students in the community, and provide opportunities for internships.
- Healthy Hometown meeting is scheduled for March 27 at 6PM for action planning on Move More, Eat Better and Build Community. The walking audit is scheduled for April 24, 4-6PM with a meeting place designated at First National Bank in the downstairs meeting room for those taking part. Scott Hargens added there are some grant opportunities available we could be looking at as a community for some of the projects community members have outlined they would like to see developed in Flandreau.
- There was encouragement to all to contact their assigned member businesses in the 2018 Membership Drive. The FDC is working to better connect with current members and reach out to former and other business owners who may never have been members in an effort to build a stronger more cohesive business community.

Old Business

- FDC plans to again award two \$500 scholarships to eligible applicants. Scholarships will be decided after entries come in April 13. Presentations are at the school at the end of April. Scott Hargens, Jason Unger and Carleen Wild will be on the selection committee.
- A discussion on the Crystal Theatre Donation Request for \$1000 for an FDC membership was tabled while a revised budget document was discussed. The revised outline of the budget was done this spring to more clearly outline the FDC's current financial income and expenditures.

- The decision was made to move immediately to the first item under New Business, which was to discuss the new budget document. Kelley and Jessica have met extensively over the past couple of months with Karen in the City Office to go through the FDC's finances. Kelley explained how she outlined each item in the newly restructured document. The new format makes it much easier to see clearly where funds are going as well as what is left. This was done in the hopes of better defining as an entity, what we truly have to work with and whether or not our member businesses would feel we are best allocating those funds. A thank you was extended to both Kelley and Jessica for their time and effort on the proposed budget and giving the board a better framework as to what we can support moving forward. Donations will be capped at half of what we would be taking in based on our dues, currently that's about \$3,000. Jason Unger moved to adopt the proposed budget with line items added for what the FDC gets annually from the city; motion seconded by Dan Sutton. Motion approved.
- Board moved back to Old Business and the Crystal Theater donation request. Dan said it isn't about the amount of money but more that the FDC as a member shows support for the arts in the community. Last year was two \$1000 gifts (\$1000 membership, \$1000 sponsorship for Tarzan, and \$200 in Flandreau Bucks). Discussion was had that we do feel it is important to maintain our membership but that under the current circumstances \$1000 seems like a lot. It was requested that in turn for our membership the FDC be granted the tickets that would typically be made available so that we might use them for development opportunities. Motion by Jason Unger to donate \$100 toward a Crystal Theater for purposes of establishing membership; Shawn Jaacks seconded; motion approved. Dan abstained from the vote.
- Prairie Lakes advertising, verified with the Board we did not want to currently renew our membership. Will be re-evaluated in the future.
- Annual meeting discussion was to make sure everyone had it on their calendar and to run through the schedule for the evening as well as to discuss the logistics of the planning to date. FDC is picking up the dinner tab for board members for the first time and as well for the speakers.
- City Administrator update - Dan Sutton has been able to fit a meeting with both candidates individually into each of their schedules. Each meeting is just for the board members. They are to be held at John's Place and both would be an Executive Session as a result. The meetings are scheduled for March 20 and 23.

New Business

- Annual Report - we have a preview of what Kinner will provide at the Annual Meeting. Report will be distributed that night. No action taken.
- Changes have been discussed to the Flandreau Bucks Program but at this time no changes will be made.
- The FDC is looking at a small stipend for outside help with some social media content for the various FDC/Flandreau platforms. The hope is that an Executive Director hired on behalf of the FDC would assume this role once in place. In the interim, a contract has been drafted and offered to Stacie Suedkamp or another interested and qualified party on a month-to-month basis. Motion was made to approve \$100 a month for Stacie to do

social media; Dan seconded; discussion was held around specifying what expectations would be; motion was amended to include an outline of expectations and enter into a contract with Stacie; motion approved.

- Conversation was had around the hope of having a better online presence for the FDC and the City. There is a desire to see the city's website updated once a new Administrator is in place with a separate link to the FDC. The city is entering into its new budget cycle, FDC would need to ask for the conversation and request to be on the agenda in this case. The FDC would need to make any requests for budgetary support from the city by its June meeting at the latest.
- Recording FDC and City Council meetings with the new FDC equipment has begun. We are working through sound issues and trying to make the discussion during meetings more easily heard. The purchase of a new microphone system is being looked at. How recording meetings will work moving forward, who will staff it and what additional meetings might be able to be covered continue to be discussed. A partnership with the school may be an option or a community partner.
- Board members were once again asked to evaluate their time for a board commitment. We have had more success with monthly quorums but the amount of time we hope members can commit is increasing and there are others in the community that have expressed an interest in joining the board if positions are open.
- Mention was made of a community kitchen proposal and contract is being looked at to propose to the City. Nothing is formal yet but requests have been made for a commercial kitchen space for niche cooks and bakers and we are exploring what options might be available within the community.

Dan mentioned Justin Sanders contacted him. He does content for websites to be broadcast - images, videos, etc. Fajitas Bar & Grill in the old BJ's space is also scheduled to open April 1 if not before.

Meeting adjourned at 7:28PM.