

WAEDA Board Meeting Minutes
February 26, 2018
WAEDA Office Building – 611 Main Ave

Directors in Attendance: Newly Voigt, Paul Sannes, Tony Thoreson, Donna Sommer

Others in Attendance: Tana Larsen

The meeting was called to order by President Newly.

The minutes from the last meeting (January 8, 2018) were reviewed. Paul moved to approve, Tony seconded. Motion carried. Tana also had the Annual Meeting minutes from January 22, 2018 and the 2017 Annual Meeting minutes which hadn't been available for the 2018 minutes. It was decided to hold for approval at the 2019 Annual Meeting.

Financial Statement was reviewed. Donna indicated we have 33 member to date. Paul moved to approve, Tony seconded. Motion carried.

Community Sign – Tana gave an update on where things are with the sign. It was decided to go back to Indigo Signs and request they add the arch/crown back on the sign. We should still be close to the required 165 sq ft. They should then finalize with DOT and proceed. We still need to discuss costs and responsibilities of said costs. Board decided consensus was that we should retain “Home of the Cardinals” on the sign over “Welcome to” since the sign will still be on school property.

Storefront Application Request – Enerbase had previously been approved for \$5,000. They have completed the LED lighting project and are requesting 50% of the \$3,732.73 total cost or \$1,866.37. Paul moved to approve the request, based on the requirement that they are a paid member. Donna seconded. Motion carried. Tana will contact them about it and see if they are still planning to request the additional funding for improvements they had been approved for. She will request the \$1,866.37 from the Sales and Use Tax Fund to pay Enerbase.

2018 Membership – as previously mentioned, we are at 33 members, down a couple from previous years. Invoices and emails have been sent out as there are a few members from previous years that haven't returned their dues yet.

Main Street Summit – Tana attended Feb 12-13. She said it was a great meeting with good information. There are several things she wants to do to follow up on it. One is Main Street Awards, of which there might be several our community might qualify for. She would like to get together with Washburn Leaders and plans to try to coordinate a time for us all to get together to discuss the direction of Washburn as a community. The USDA Livable Community Program may do this for us once we start that process. She indicated that the Governor, Lt. Governor and Chuck Marohn's Monday keynotes are all available for viewing at MainStreetND.com.

WAEDA golf scramble – Discussed dates. It had been decided that we would do this on Friday June 1st. Tana needs to coordinate a meeting with the new clubhouse manager. There was a mention that a Friday tournament might not be the best idea. One possibility might be to do it the Wednesday or Thursday before Riverboat Days to tie into that event. This would be June 6 or 7.

Election of 2018 WAEDA Board Officers – Paul moved to cast a unanimous ballot for existing officers to continue on in the same capacities as last year, with the exception of Tony, who will take over Rachel’s at large position. Tony seconded. Motion carried.

Officers for 2018 will be as follows:

President – Newly Voigt
Vice Pres – Paul Sannes
Secretary – Keith Jacobson
Treasurer – Donna Sommer
Director - Tony Thoreson

Great River Energy – Week of Service – GRE is planning to have employees do community service projects the week of June 11-15. Tana asked if we had any good ideas for projects in Washburn. One suggestion was the proposed dog park.

New Residents - two applications have been submitted for the Housing Incentive Program. Paul moved to approve the Vaagene and Lacy applications. Tony seconded. Motion carried.

Marketing Materials – Tana reviewed the marketing materials that are being looked at presently, along with quotes from vendors. These are as follows: Community Maps – BHG/Viking Quote: 500 for \$570. Marketing Banners – BHG/Viking Quote: \$1,500. Marketing Folders – Image Printing Quote: 250 for \$1,272. Marketing items (giveaways) – BHG/Viking Quote: (no setup fee and 25% off) \$1,200. 241Ink change order for additional map creation and editing time – Invoice for \$750. Advertising Apparel for Director – requesting a 2018 Allowance of \$300. Business Cards – Image Printing: 500 for \$110. These items will have the new marketing images that have been drawn up and approved. Paul moved for approval of the marketing items as listed and estimated on the agenda. Donna seconded. Motion carried. Some of these expenses will be taken care of with the Department of Commerce Marketing Grants we have been approved for.

Tana also discussed a proposal for marketing we received from the Communications Team of AE2S. This would include targeting materials, an updated website and social media. Donna moved to move forward with AE2S on the marketing proposal with an allocation of up to \$12,000 from the Dept of Commerce grant funds. Paul Seconded. Motion carried.

EDND membership 2018 – membership dues are the same as previous years. Paul moved to continue membership. Tony seconded. Motion carried.

Upcoming seminars and education – Tana discussed several meetings and education opportunities she is looking at including an Instagram Webinar on March 7, 2018 Demographics Conference on March 20 in Fargo, Statewide Housing Conference in Bismarck April 25-26 and the RuralX Conference in Mitchell, SD, June 27-28. She is also planning to be at RDO’s Safety Day here in Washburn on March 8.

There being no further business, the meeting adjourned.

Next meeting will be Monday March 12 at 5:00 pm at 611 Main Avenue.

Respectfully Submitted,

Donna Sommer