

**"Expand the Tax Base and Create New Jobs"**  
**Washburn County Economic Development Corporation**  
**MEETING – Wednesday November 16, 2016**

President Klassa called the meeting to order at 730am at the Washburn County Economic Development office located at 208 Vine Street, Spooner, WI. 54801.

**Present:** Tom Klassa, Jim Dohm, Ken Schultz, Mike Bobin, Romaine Quinn, Rob Paine, Virginia Hurckman, and Jim Bethel.

**Absent:** Bill Marx, and Lance Ausing.

**Others Present:** Margie Quinn, Joel Zimmerman

**Concerned Citizens:**

**Agenda Approval:** Mike Bobin made a motion to accept and approve the agenda, Rob Paine 2<sup>nd</sup>. M.C. by unanimous vote.

**Approval of Meeting Minutes on October 26<sup>th</sup>, 2016.** Mike Bobin made a motion to approve amended minutes from October 26th, 2016, 2nd by Jim Dohm M.C. Unanimous vote.

Correspondence- Article in the Spooner Advocate on the 1<sup>st</sup> workshop and the experience the gentleman had.

Membership Comments- Ken Schultz had some concerns of the membership letter, and stated next year there should be a separate letter to be sent to the Cities, Villages, and Township requesting membership. Ken also stated there should be a letter sent in August before they complete their budget for the next year and Joel should stop by their offices and Board Meetings.

**Treasurer's Report** – Jim Bethel read the monthly Treasurer's report. Jim reported on the monthly bills. The total expense for November 2016 was \$9553.91 with payroll. Leaving a checking account balance of \$59125.38 and reported WCEDC received the 4th qtr. subsidy from WC. The additional \$9648.18 in the CD accounts to be used for marketing expenses, Web Site, and for business plan development and expenses. RMAP fund is in the amount of \$7627.19. Total available funds are \$76415.44. Marge Quinn has provided board members with a Treasurer Report, P&L, detail from QB and a balance excel spreadsheet for the annual income with expenses for October and November, 2016. Virginia Hurckman made a motion to accept the Treasurer Report and pay all bills as noted, 2<sup>nd</sup> by Rob Paine. M.C.

Employee Supervising Structure- Adm. Coordinator Margie Quinn, and Whitney Korthof is to report to Executive Director Joel Zimmerman, and Joel is to report to the WCEDC Board.

Legal Advisement for WCEDC- Discussions were made by board members. There will be no assigned attorney for WCEDC, and Board Members agreed to try and hire an attorney in Washburn County, but if an attorney was more suitable from a nearby county, Board members would also consider.

Director Report – Joel Zimmerman

More loan applications have come in and I'll be presenting three of them to the IDA board tomorrow.

Just this week, WCEDC hosted the most recent HON Days meeting with various County players for input into what topics to bring to Madison this year. In addition I met with the Visions Northwest Board today to discuss regional economic efforts.

This week I met with the EDC Directors from Rusk and Barron Counties as well as WITC and Wisconsin Forward to discuss a grant that will be sought to help identify High School seniors that will be graduating this year with no plans to go to school, and train them for working as an apprentice in at participating manufacturers in the county. This will allow the manufacturer to see and meet already vetted students and hopefully find some quality jobs for these kids as well. The grant is due December 7<sup>th</sup>.

We've completed sending out the membership letter for the 2017 year. I will have membership forms for you at the next meeting to take with you for soliciting memberships in your community. I can try my hardest to get as many memberships, but you, the long-time members of the county communities have many more long-term relationships built up. If there was a time that I've needed your help and support since I started, I would say that this is the most important part yet!

**Motion to Move into Closed Session:** Motion made by Mike Bobin made a motion to convene in closed pursuant to 19.85 (1) (C), WI statues to discuss personnel issues of specific persons, and job descriptions, which if discussed in public would likely to have a substantial adverse effect upon the reputation of any person, referred to in such data. Rob Paine 2<sup>nd</sup> the motion. M.C. by unanimous vote. .

Roll Call was taken by Margie Quinn

Jim Bethel-Yes, Virginia Hurckman-- Yes, Rob Paine- yes, Mike Bobin- yes, Romaine Quinn-yes, Jim Dohm-yes, Tom Klassa-yes M.C. by unanimous vote

Margie Quinn and Joel Zimmerman were excused.

Motion to reconvene in open session by Mike Bobin, 2<sup>nd</sup> by Jim Bethel. M.C

Motion by Mike Bobin to give the Administrative Coordinator, Margie Quinn a 1% raise of her annual salary, 2<sup>nd</sup> by Romaine Quinn. One Board Member was NAY. M.C.

### **Other Concerns/Discussions/Action -**

### **Agenda items for Next Meeting-**

**Next Monthly Meeting:** January 18th, 2017 (No meeting in December)

Motion to adjourn by Jim Bethel, 2<sup>nd</sup> by Romaine Quinn. M.C. by unanimous vote

Draft only! Board needs to approve at the next Meeting. Respectfully Submitted by Margie Quinn.