

Rothsay Areawide EDA MEETING

Approved Minutes

ROTHSAY CITY HALL

DATE: **September 18, 2024**

TIME: **7 PM**

ORDER OF AGENDA

- 1.0 Call to Order** by President Heather Weber at 7:05PM; others present were board members Steph Curtis, Shane Balken, Stacy Honer, and Cecil Mosher; Absent: Craig Sullivan, Jim Boyce
Guests: Rachel Puff
- 2.0 Approval of Agenda**
Honer moved to approve the agenda with the following additions: 7.3 Fireworks Bill. Curtis seconded the motion, carried.
- 3.0 Approval of Minutes and Financial Reports**
 - 3.1 Approval of August meeting minutes
 - **Motion to approve by Balken, 2nd by Honer and carried.**
 - 3.2 Review and Approval Financials
 - 3.2.1 - Checking and Savings - Statement of Checking reviewed. Checking balance is \$191,792.75, savings balance is \$9,518.15.
 - Curtis made a motion to approve financials, seconded by Balken, motion carried.**
- 4.0 Committee Reports; if any**
 - 4.1 Social Media and Marketing –The house progress has been shared on Facebook. Curtis will continue to post as progress continues. Other ideas were shared for upcoming social media posts.
 - 4.2 Housing and Consumer Services –No report.
 - 4.3 Workforce and Commercial Development – The Schleeter lot was briefly discussed; no further action will be taken at this time. Weber and Balken shared that CW Elevator is purchasing additional acres around their current location. The remaining land will be marketed to grow potential agribusiness opportunities.
 - 4.4 Events and Fundraising – Fundraising ideas were discussed for Prairie Days next year. As previously discussed, West Central Initiative can assist with hosting RAEDA as a 501(c)3 entity. Weber will contact WCI and request documents to be drafted to proceed and brought to City Council for approval.
- 6.0 Old Business**
 - 6.1 Home at 214 1st Ave NW – Sheetrock is up and taping and texturing is in progress. Cabinetry and flooring will be ordered soon. There is a couple of larger trees in the front yard that need to be limbed or taken down. Weber is going to contact Carr’s Tree Service to get a quote on limbing and/or taking them down if they are not healthy.

6.2 – Prairie Days Wrap up

6.2.1 Financial Review –Honer is working on finalizing the financial information from Prairie Days. When the review is complete, it will be presented.

6.3 Fitness Center Fees – Honer has gone through the checking account and accounted for all of the Fitness Center fees that have not been transferred to the City. There is approximately \$16,280.64 in fees in the RAEDA checking account. It is the recommendation of the RAEDA Board to open a new checking account, transfer current RAEDA funds to the new account, leaving the Fitness Center fees in the current account and transferring the current account to the City. **Curtis made a motion to get City approval to proceed with opening a new account to alleviate the need for monthly transfers of Fitness Center funds, Honer seconded, motion carried.**

6.4 Turkey Bingo – Weber reminded the group of the Family Fun Event and Turkey Bingo at the REC on November 16. Volunteers are needed, if anyone can help, they are to get a hold of Kellie Barry.

6.5 – Santa Day – Santa Day will be held on November 30. This date changed from December 7 as the REC was already booked. The format will stay the same with Santa Day, tree lighting, and treats at the Prairie Chicken.

6.6- SVEDA/JPA Loan Application for CEDA study proposal – Curtis contacted SVEDA to inquire about funds available for a strategic plan study. There are loan funds available and can be applied for. There is the possibility of the loan being forgiven if action is taken on the study recommendations. **Balken made a motion to apply for the loan funds, Mosher seconded, motion carried.**

Discussion was held around hosting a Town Hall meeting to be held on October 30, pending availability of the REC. The purpose is to inform the community about the possibility of an upcoming study, give updates on the house renovation, and get feedback on the direction RAEDA should take in the future. Weber and Curtis will work on a presentation and contact potential panel members to include City Council and RAEDA board members and business owners.

7.0 New Business

7.1 Otter Tail Lakes Country Membership/Advertising – Weber shared information on advertising in this local magazine. It was determined that we don't have anything to promote at this time and will look at it again next year.

7.2 Fall edition of Rothsay Enterprise – The next edition of the Enterprise is being planned for November. Story ideas can be given to Balken. Balken is working on getting the last ten years of Rothsay School Alumni gathered and is asking for help on this. Invoices for businesses who advertised in the last two Enterprise editions will be emailed out by Balken. Honer will make sure all funds are deposited as they come in. There are six businesses advertising at \$100 per edition.

7.3 – The fireworks bill from Prairie Days is due. The Rothsay Fire Department is paying half and RAEDA is paying the other half. **Honer made a motion to pay \$2,500 for fireworks, Curtis seconded the motion, motion carried.**

8.0 Action Item Takeaways

- Weber will contact Carr's Tree Service for the tree quote for the flip house.
- Curtis will put in the application for SVEDA funds for the CEDA study.
- Weber will contact West Central Initiative to get documents drafted for 501(c)3 status.
- Balken will send out invoices for the Enterprise ads.
- Weber and Curtis will work on the Town Hall presentation.

9.0 Adjourn 9:00 PM
Motion by Balken; 2nd by Honer and Carried

Respectfully Submitted
Stephanie Curtis; RAEDA Board Member