

Rothsay Areawide EDA Special Meeting

Approved Minutes

ROTHSAY CITY HALL
DATE: **January 15, 2025**
TIME: **6 PM**

ORDER OF AGENDA

1.0 Call to Order by President Stephanie Curtis at 6:02 PM; others present were board members Heather Weber, Cecil Mosher, Stacy Honer, Rachel Puff and John Reber, Jim Boyce joined the meeting at 6:54 pm, supporting member: Shane Balken. Guests present: Samantha VanWechel-Meyer from West Central Initiative

2.0 Approval of Agenda
Reber moved to approve the agenda seconded by Curtis, carried.

3.0 West Central Initiative Training for Rothsay Area Community Fund

Samantha VanWechel-Meyer provided training materials and reviewed resources for new component funds with WCI. Covering topics from gift acceptance, grant and bill disbursements, investment options, fundraising guidelines, liability insurance, grant writing options and additional training opportunities.

Discussed and reviewed the Operational Guidelines document required by WCI which serves as the Rothsay Area Community Funds bylaws. Several items will need to be reviewed, and decisions made before final adoption. This will be added to the February EDA meeting agenda.

Question and answer session to review specific examples and ensure understanding was completed with Samantha.

4.0 Adjourn at 7:26 pm

Honer moved to adjourn the meeting, seconded by Mosher, carried.

Rothsay Areawide EDA Meeting

Approved Minutes

ROTHSAY CITY HALL
DATE: **January 15, 2025**
TIME: **7:30 PM**

ORDER OF AGENDA

- 2.0 Call to Order** by President Stephanie Curtis at 7:36 PM; others present were board members: Heather Weber, Cecil Mosher, Stacy Honer, Rachel Puff, John Reber and Jim Boyce, supporting member: Shane Balken. Guests present: Hillary and Brandon Langfeld.
- 2.0 Approval of Agenda**
Two additions to the agenda, 7.2 Donation requests and 7.3 Holiday Lights removal
Honer moved to approve the agenda with additions, seconded by Mosher, carried.
- 3.0 Approval of Minutes and Financials**
3.1 Approval of December 18 meeting Minutes
Weber moved to approve the minutes as written, seconded by Boyce, carried.
3.2 Review and approval of Financials
Honer reported that we have \$83,117.82 in checking and \$9,542.17 in savings. The last payment to Carl Crews is outstanding for \$34,671.
Weber moved to approve the financial report, seconded by Curtis, carried.
- 4.0 Committee Reports; if any**
4.1 Social Media and Marketing –No report
4.2 Housing and Consumer Services –No report
4.3 Workforce and Commercial Development – No report.
4.4 Events and Fundraising – Prairie Days meeting not held this month, next meeting in February.
- 6.0 Old Business**
6.1 Home at 214 1st Ave NW – Curtis and Weber reported very little activity regarding sale of home. DJ has inquired about plan regarding sale. Curtis and Weber have advised to hold at original list price as housing sales are slow all over right now and wait to see if things pick up. Will reassess in a couple of weeks.
6.2 – Fitness Center Fees – Weber spoke to the bank and was able to get filtered reports sent to Honer and Amanda Kuschel showing ACH transactions. Honer separately received bank statements to pull amounts. Amanda Kuschel and Kellie Barry will make one final attempt to work with credit card/bank processors to switch the receiving accounts before EDA opens a new bank account. Honer estimates two-year total for 2023-2024 Fitness fees is approximately \$18,000 but notes a discrepancy with other accounted figures. More work to be done to determine finals

to be transferred. Weber will reach out to Amanda and Kellie on the status of work with processors.

6.3 SVEDA JPA Loan – Curtis has not heard whether the request was approved. She'll follow up with staff at SVEDA prior to the next meeting.

6.4 Q1 of the Rothsay Enterprise – Currently in process, waiting on a couple of final articles. Will be adding article regarding the Rothsay Area Community Fund, the house being for sale, etc. Heather will work with WCI to secure a QR code for the publication. Future ideas for articles include a book review of Gary Wigdahl's history of Rothsay and young resident profiles for new residents

7.0 New Business

7.1 Grocery Store

Local residents presented to the Rothsay Areawide EDA their current planning process and ideas regarding bringing a grocery store back to Rothsay. Currently looking for a lot to build and applying for grants. Board members provided feedback and options regarding locations, funding sources and additional resources they could look to leverage.

7.2 Donation Requests

Two donation requests have been received. Chris Buckingham made a request on behalf of the Special Olympics Polar Plunge and a request was received for Rothsay Post Prom.

Mosher moved to donate \$100.00 to each organization, seconded by Puff, motion carried on a vote of 6-0 with Boyce abstaining.

7.3 Holiday Lights Removal

Curtis discussed the need to remove the holiday lights from the Prairie Chicken area along with the Santa Hat on Big Boomer. Discussion regarding options. Rachel Puff and Heather Weber volunteered to meet on Jan. 17th after work to remove the tree to attempt to avoid any damage from winds and cold weather. Weber will also contact city staff to ask for assistance in removing the hat from Big Boomer. Curtis will reach out to Peggy Zimmerman (hat creator) regarding washability.

8.0 Action Item Takeaways

- Weber to talk to city staff about fitness center fees and Santa Hat removal.
- Weber to work with WCI to obtain QR code for donations to Rothsay Area Community Fund for printing in Rothsay Enterprise
- Curtis to speak to Peggy Zimmerman regarding Santa Hat washability.
- Curtis to invite necessary individuals to next month's Prairie Days meeting for planning purposes.
- Honer to continue working on fitness center fees calculations and processes.
- Puff and Heather to remove the holiday tree.

9.0 Adjourn 9:07 pm

Motion by Reber, seconded by Puff and carried

**Respectfully Submitted
Heather Weber; RAEDA Secretary**