December 12th, 2019
5:00 pm Social | 5:30 pm Dinner | 6:00 pm Awards & Commission Meeting
Luminary Fern | Brainerd, MN

Awards Ceremony - Service and Partnership Appreciation
NCEDA Microbusiness Partner ............................................................... Absolutely Sunshine
NCEDA Business Partner................................................................. Midwest Processors
NCEDA Service Appreciation......................................................... Steven Hansen, Bill Palmer
R5DC Service Appreciation ................................. Commissioner Becker & Commissioner Nathan
R5DC Exceptional Service Provider ............................................................. Dying to Film
R5DC Outstanding Regional Partner............................................... MN Department of Agriculture

Tentative Meeting Agenda

Meeting Objectives: Awards Ceremony, Celebration of 2019

Call to order: Chair, Barb Becker

Pledge to the Flag

Region Five Development Commission Mission Statement: Chair, Barb Becker
The mission of Region Five Development Commission is to enhance the vitality and quality of life in Cass, Crow Wing, Morrison, Todd and Wadena counties.

Roll Call: Secretary, Matt Erickson – Self introductions of R5DC and NCEDA members and guests.

Awards presentations

Approve Agenda (Motion required)

Consent Calendar
  a. Review of November 2019 Board of Directors Meeting Minutes .................. pg. 3-4
     (No action required)
  b. Approval of October 2019 Commission Meeting Minutes ........................ pg. 5-6
     (Motion required)
  c. Review of R5DC Financials........................................................................................................ Handout (Motion required)
d. Review of NCEDA Financials, .................................................................Handout
   (No motion – Review only)

Chairperson’s Report – Barb Becker
a. Review and Approval of Annual Report (motion required) .........................Link

Executive Director - Cheryal Lee Hills
a. Staff Updates

Evaluation:
 a. Evaluation Results and Commission Attendance ........................................pg. 7-8

Other Business

Next Commission Meeting:
   Thursday, January 23rd, 2020
   6:00 pm
   Sourcewell, Staples, MN

Adjourn

R5DC’s Shared Meeting Commitment

1. Show up/Come prepared
2. Stick to the agenda
3. Everyone speaks, everyone listens
4. Enforce core values on staff and each other
5. Share your meeting expectations
6. Share your appetite for risk
7. Discussion is candid, open, forthright
8. Diverse opinions are respected: “we agree to disagree”
9. Meeting discussions are confidential: what gets shared with the others is agreed
   upon by the group
10. Individual group members speak about but not for R5DC
Members Present: Barb Becker, John Benson, Matthew Erickson, Rosemary Franzen, Murlyn Kreklau, Alex Weego

Members Absent: Greg Blaine

Staff Present: Cheryal Lee Hills, Staci Headley, Alex Lisson, Angela Anderson

Meeting Call to Order: The meeting was called to order at 10:02 am by Chair Barb Becker

Pledge to the Flag

Roll Call – Secretary, Matt Erickson

Motion by Commissioner Benson, second by Commissioner Kreklau to approve the agenda. Motion carried.

Motion by Commissioner Erickson, second by Commissioner Kreklau to approve the July 2019 Commission meeting minutes. Motion carried.

Motion by Commissioner Benson, second by Commissioner Erickson to approve the accounts payable. Motion carried.

Motion by Commissioner Benson, second by Commissioner Franzen to continue with the current Strategic Plan until the revision in 2021. Motion carried.

Motion by Commissioner Franzen, second by Commissioner Benson to approve the Revised Proposed Budget for FY2020. Motion carried.

Chairperson’s Report – Barb Becker

Motion by Commissioner Franzen, seconded by Commissioner Erickson to approve Terri Bjorkland (Walker City Administrator) to fill Small Cities TAC seat. Motion carried.

Executive Director’s Report – Cheryal Lee Hills

Motion made by Commissioner Franzen, second by Commissioner Kreklau to adjourn the meeting at 11:18 a.m. Motion carried.
Next board meeting:
July 23rd, 2020

Respectfully submitted by Angela Anderson for:

__________________________________________
Barb Becker, Chair

__________________________________________
Matt Erickson, Secretary
October 24, 2019 Commission Meeting Minutes  
Sourcewell, Staples, MN

Members Present: John Benson, Kevin Egan, Rosemary Franzen, Erich Heppner, Doug Kern, Tom Lillehei, Sheldon Monson, Craig Nathan, Julie Polak, David A. Anderson, Matthew Erickson, Randy Finn, Katie Gruber, Andrea Haverinen, Diane Jacobson, Jan Lambert, Murlyn Kreklau, Chuck Parins

Members Absent: Rollie Johnson, Barb Becker, Bob Kangas, Greg Blaine, Curt Johnson, Alex Weego

Staff Present: Cheryal Lee Hills, Tad Erickson, Dawn Espe, Stephanie Barney, Matt Kallroos, Staci Headley

Meeting Call to Order: The meeting was called to order at 6:31 pm by Vice Chair John Benson

Roll Call – Secretary Matt Erickson

Amendment to meeting agenda to add approval of RTCC Board Members. Motion by Commissioner Egan, second by Commissioner Franzen to approve as amended. Motion carried.

Motion by Commissioner Parins, second by Commissioner Franzen to approve the September 2019 Commission meeting minutes. Motion carried.

Motion by Commissioner Heppner, second by Commissioner Lambert to approve the R5DC Financials. Motion carried.

Audit presentation: Ryan Schmidt, Schlenner Wenner & Co.

Chairperson’s Report – John Benson (Vice Chair)

Motion by Commissioner Kern, seconded by Commissioner Egan to approve the Recommended ISTS Loan. Motion carried.

November board meeting set for November 14, 10:00am, R5DC office

Motion by Commissioner Egan, second by Commissioner Lambert to approve the RTCC board members. Motion approved.
Executive Director’s Report –Cheryal Lee Hills

Committee for AgCelerator project: Commissioner Nathan, Commissioner Heppner, Commissioner Lambert

Motion made by Commissioner Lambert, second by Commissioner Egan to adjourn the meeting at 7:46 p.m. Motion carried.

Next meeting:
Board meeting: November 14, 10:00am, R5DC office

Full Commission Meeting:
December 12, 2019 at Luminary Fern, Brainerd
5:30 pm – Dinner
6:00 pm – Commission Meeting

Respectfully submitted by Staci Headley for:

________________________________________
John Benson, Vice Chair/Acting Chair

________________________________________
Matt Erickson, Secretary
We would like to share more in-depth details on our programs at our meetings. Please rank these topics in order of your interest: (responses shared in tallied order based on replies)

#1. Comprehensive Planning
#2. Welcoming Communities/Workforce Attraction/Regional Prosperity
#3. Veteran/Military Programs
#4. Placemaking/Local Foods
#5. NCEDA Lending Programs
#6. Transportation
   A. RTCC (Regional Transportation Coordinating Council)
   B. SRTS (Safe Routes to School)
   C. TAC/ATP (Transportation Council/Area Transportation Council)
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**X INDICATES PRESENT**

*July and November are Board Meetings only*