

## Economic Development Board Minutes - February 14, 2018

**Members Present:** Jan tenBensel, Logan Baker, Darcy Johnson, Tom Shoemaker, Dave Custer, Randy Heitmann, Leah tenBensel

**Members Absent:** Jarod Albers, Judy Jackson (*both excused*)

**Other Present:** Diane Henderson, Melissa Jackson

**Meeting called to order:** 12:02 p.m. by Tom Shoemaker. Open meeting law noted.

**Agenda approval and/or changes and additions:** Audit Procedure was added to the agenda, and agenda approved as amended.

### **Consent Approval of Minutes and Bills:**

Jan tenBensel motioned, and Logan Baker seconded, to approve the minutes of January 10, 2018 meeting and the January 10, 2018 financial reports and bills as presented, Motion carried.

### **NEW BUSINESS AND ACTION ITEMS:**

#### **Director Search:**

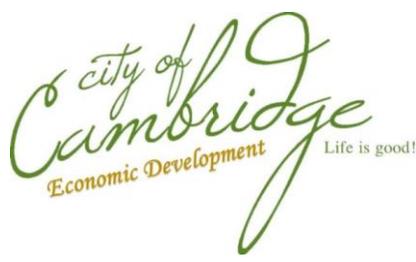
- Diane will continue to work remotely/online projects and will continue to take/make necessary telephone contact with existing and new projects until such time as a new director can be found.
- Help Wanted ad will be placed online: Indeed.com, regional newspapers, and on the Nebraska Dept. of Economic Development website.
- Board approved wording of ad requirements, changing “bachelor’s degree required” to “bachelor’s degree preferred.”

#### **Intern Grant Program:**

- Three applications have been turned in to provide \$1,000 matching grants for three summer interns, at the following businesses:
  - Pinpoint: Jan made motion to approve, Darcy seconded. Tom abstained.
  - Cambridge Telephone: Darcy made motion to approve, Jan seconded, and Tom abstained.
  - Waypoint Bank: Jan made motion to approve, Tom seconded.

All three motions carried.





## **PROJECT UPDATES AND DISCUSSIONS:**

### **CAV:**

- Colleen and Aaron Vandegrift attended the Economic Development Board meeting for a Q&A about their loan application. The Board requested that CAV provide information about exactly to whom the loan would be named, what funds would be used for, and a timeline. Vandegrifts answered all questions and noted their goal for project completion is May 2018.

### **BOARD TERMS:**

- Jarod Albers, Dave Custer, and Randy Heitmann's terms for the Economic Development Board have lapsed. Dave Custer said that he would like to remain on the board; Jarod Albers was absent, so Tom said he would talk to him outside of the meeting; and Randy Heitmann said he needed a little time to make his decision. Board agreed to put this topic back on the agenda for the March 2018 meeting.

### **AUDIT:**

- Diane had some questions from the city's third-party auditor, and Board discussion answered any questions she had. The auditor requested a meeting with ED Board President Tom Shoemaker, who said he would attend on Feb. 15.

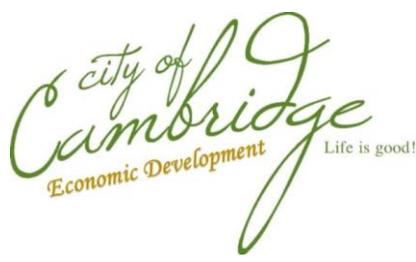
### **DOWNTOWN CENTER:**

- Cribelli Physical Therapy has received a lot of positive feedback about their new downtown business and noted a significant amount of foot traffic that the downtown business can help create on a daily basis. "Be the Good" Boutique has moved into a small portion of Cribelli PT, making the sale of the building a two-business net!

### **NEW COMPUTER/MONITOR:**

- With Diane's resignation and being hired as a consultant (with City Council approval), she has asked to take the new laptop with her so she has the necessary information to continue working on economic development within Cambridge, until such time as a new Director can be hired. With the purchase of the new computer, a tremendous amount of files were lost in the transfer of data, Diane has asked to be allowed to take the new and old computers to Prairie Winds PC to see if they can help find the missing data.





**ANNUAL REPORT:**

Diane ordered printing of 200 additional copies of the 2017 Annual Report to finish the 69022 mailing.

**SUPPORTING EXISTING BUSINESSES:**

- Diane has been using features on the website to promote businesses, using the boost features on Social Media (\$711.00 has been utilized for Boosts), and a press release is being created to show the value of ED and how it helps local businesses in marketing efforts.
- A business directory will be launched on the website shortly, some businesses have not gotten their information to Diane or Melissa, but with the new website, new information is easy to add/change.

**Next meeting:**

- March 14 at 12:00 noon.

Meeting adjourned at 1:21p.m.

Respectfully submitted,  
Leah tenBensel

