

**Approved Minutes:** PCED Board Meeting

February 26th, 2018 at 6:00pm 205 F St, Phillipsburg, KS 67661

<b>Call to Order</b>	Chairman Doug Isernhagen called the February 26th, 2018 meeting to order at 6:00pm. Members Michelle Prewo, Brenda Matteson, and John Spero were present. Director Nick Poels and Administrative Assistant Bethany Lennemann were also present. Steven Rust was absent, excused.
<b>Additions to the Agenda</b>	Nick Poels requested to add: New Business (c) Federal Opportunity Zone Program New Business (d) Community Development Project
<b>Public Sharing Time</b>	None
<b>Communications</b>	None
<b>Meeting Minutes</b>	January 2018 minutes were reviewed and discussed. Brenda Matteson made a motion to approve the January 2018 minutes as written with one correction. Michelle Prewo seconded the motion. Motion carried 3-0.
<b>Invoices and Financials</b>	February invoices and financials were reviewed and discussed. John Spero made a motion to approve the February invoices. Michelle Prewo seconded the motion. Motion carried 3-0.
<b>Chairman Report</b>	Doug Isernhagen reported he has had a few individuals from the community contact him about the ROZ program and business inquires.
<b>Director Report</b>	Nick Poels discussed his report as printed.
<b>Standing Committee Reports</b>	<p>i). Encore Living Committee: Nick Poels reported Anna Schremmer will be creating a story walk around downtown Phillipsburg to encourage kids to get outside and exercise. Encore Living will volunteer to help assemble the story walk pages. Poels reported Encore Living is working on Operation Red File with the EMT and Anna Schremmer to create a collection of information for individuals with medical situations. All the medical information will be placed in one spot for if medical assistance is needed. Poels also reported Encore Living is starting a walking and cycling event and their first date is April 7<sup>th</sup> starting at The Center. Poels reported Ruby Wiehman would like to teach a beginning computers class for seniors over computer fundamentals. Poels also reported with the first Zentagle class a success, Encore Living is continuing to host classes.</p> <p>ii). Youth Development Committee: Bethany Lennemann reported 8 businesses will compete in the 2018 Rural Business Challenge on Wednesday the 28<sup>th</sup> at 8:00am at the Phillipsburg High School. Lennemann reported herself, Nick Poels, Lucas Goddard – Northwest Kansas Economic Innovation Center, Dan Steffen – Kansas Department of Commerce and Sarah LaRosh – NetWork Kansas will be the panel of judges for the competition. Lennemann reported the Millennial/Youth Committee met for the first time to brainstorm ideas on where they would like the group to head and decided on the name Millennial Revitalization. Millennial Revitalization will meet up soon to get the details collected for the first “Meet Up” event.</p>

iii). E-Community Committee: Nothing to report.

**Old Business  
(a)**

(a) ROZ: The board reviewed the 2018 ROZ resolution. Nick Poels reported the Department of Commerce is now requesting a new resolution on an annual basis. Poels reported a survey over demographic information has been sent out to all current and completed ROZ participants. Poels reported there has been great response in the numbers that have been completed. Lennemann reported around 60 surveys were sent out. Poels reported the information will be used to analyze the return on investment of the ROZ program.

**New Business  
(a-d)**

- (a) 366 State Street: Michelle Prewo made a motion to enter executive session for a period of 10 minutes to discuss confidential data relating to the financial affairs of a business. Brenda Matteson seconded the motion. Motion carried 3-0. Time in 6:48pm. Time out 6:58pm. Michelle Prewo made a motion to re-enter executive session for a period of 10 minutes to discuss confidential data relating to the financial affairs of a business. Brenda Matteson seconded the motion. Motion carried 3-0. Time in 6:58pm. Time out 7:08pm. No action was taken.
- (b) Conference Approval: Nick Poels asked for approval for the director or any other member of staff for travel and accommodation expenses to attend the wKREDA conferences on March 14<sup>th</sup>, June 6<sup>th</sup>, September 12<sup>th</sup>, and December 5<sup>th</sup> of 2018. Brenda Matteson made a motion to approve travel and accommodation expenses for all wKREDA quarterly conferences for the 2018 year. John Spero seconded the motion. Motion carried 3-0.
- (c) Federal Opportunity Zone Program: Nick Poels reported the Department of Commerce released information and application material for the Federal Opportunity Zone Program last week. NWKEICI has forwarded application information to be considered for award as an eligible census tract in the state of Kansas. Applications are due within the next 3 days.
- (d) Community Development Project: Michelle Prewo made a motion to enter executive session for a period of 10 minutes to discuss confidential data relating to the financial affairs of a business. Brenda Matteson seconded the motion. Motion carried 3-0. Time in 7:12pm. Time out 7:22pm. No action was taken.

**Adjournment**

With no further business to discuss, Doug Isernhagen adjourned the meeting at 7:23pm.