REGION NINE DEVELOPMENT COMMISSION

BOARD OF DIRECTORS MEETING
Meeting Minutes
December 13, 2023

I. CALL TO ORDER

Chair Laven called the meeting to order at 4:31 p.m. at RNDC in Mankato, MN

II. ROLL CALL

MEMBERS PRESENT: Andrea Boettger, Jim Branstad, Marie Dranttel, Lyle Femrite, Mike Laven, Christian Lilienthal (late), Tom Loveall, Steve Rohlfing, Phil Schafer, Rob Wilkening (virtual)

MEMBERS EXCUSED:

OTHERS PRESENT: Ky Battern, Alejandra Bejarano, Mireille Ghassan

There was a quorum.

III. APPROVAL OF AGENDA

Rohlfing moved to approve the agenda. Branstad seconded. Motion carried.

IV. APPROVAL OF NOVEMBER 8, 2023 MINUTES

Rohlfing moved to approve the November 8, 2023 minutes as presented, Schafer seconded. Motion carried.

V. TREASURER'S REPORT

Dranttel presented the Treasurer's Report.

Audit presented by Abdo. Audit went well, no notable concerns. Continue to follow GAP policies.

Schafer moved to approve the Treasurer's Report. Wilkening seconded. Motion carried.

VI. FINANCE DIRECTOR'S REPORT

A. Audit Presentation

Abdo presented the audit report to the board. No adjustments made while completing the audit. There was a drop in the fund balance due to increase in expenditures for this year.

The fund balance is at the 59% mark. General Fund revenues came under this year due to federal dollars that were expected to come in but did not. Overall, there was a slight decrease of $239,000 in the fund balance.

The finalized report is in the works and will be completed soon.

Battern shared the largest decrease in the Fund Balance was due to the USDA grant overbudgeting at the start of the year.

Battern noted that there was some internal miscommunication regarding if the MSU-M contract was reoccurring, which led to a $34,000 shortfall.

Battern had conversations with Abdo expressing interest in having a complete audit wrap up for FY24 by October next year.

B. Recommend Audit to Full Commission

Battern recommends to approve audit to Full Commission.

<u>Lilienthal moved to approve the Audit to Full Commission as presented, Boettger seconded. Motion carried.</u>

VII. CHAIR'S REPORT

A. NADO ATC Recap – Andrea Boettger

VIII. EXECUTIVE DIRECTOR'S REPORT

A. Annual Performance Report Presentation – CEDS – Alejandra Bejarano

Alejandra presented the Comprehensive Economic Development Strategy (CEDS) to the board.

B. Resolution 2023 – 11 APR

Braekkan shared the Twin Cities was awarded a large grant from the Federal EDA for MedTech 3.0. Braekkan noted that Greater MSP is the recipient in partnership with the U of M. Braekkan shared that MSU-M contacted RNDC to see if any funds would be available for them. RNDC has set up a meeting with U of M to clarify and explore opportunities for all to be involved in that work.

<u>Femrite moved to approve Resolution 2023 – 11 APR as presented, Dranttel seconded. Motion carried.</u>

IX. OTHER BUSINESSS

A. Budget & Personnel Meeting Update

Discussion was had about the January meeting, code of conduct and succession plans.

B. Commissioner Updates

Commissioners shared updates from the municipalities.

C. Meeting Evaluation

Chair Laven reminded the members of the Board to fill out the meeting evaluation handout.

X. ADJOURNMENT

Branstad moved to adjourn. Laven seconded. Motion carried.

The meeting adjourned at 6:34 p.m.

Mike Laven, Chair

Jim Branstad, Secretary