

Lanesboro Economic Development Authority
Regular Meeting
Thursday, February 6th, 2020 11:00 a.m.
City Council Chambers

Present: Phil Dybing, Rebecca Charles, and Tom Smith

Absent: Elaine Edwards

Visitors: Bonita Underbakke, Sarah Peterson, Jason Resseman, Bailey Otto, Barbara Dolan

Member Dybing called the Regular Meeting of the Lanesboro Economic Development Authority to order at 11:00 a.m.

- A. **Agenda:** Member Smith motioned to approve the agenda as submitted. Member Dybing seconded the motion. Motion carried all in favor.
- B. **Approval of the Minutes:** Member Smith motioned to approve the minutes as submitted. Member Dybing seconded the motion. Motion carried all in favor.

Regular Business:

A. Updates:

1. **Treasurer's Report:** The operating fund has a balance of \$9,553.98 remaining the same, the Loan fund balance is \$10,298.10. Member Smith motioned to approve the treasurers report. Member Dybing seconded the motion. Motion carried all in favor.
2. **City/P&Z/HPC/LPU:** The Council approved a liquor license for Unwined and a lot split for the future brewery reported Member Smith. Administrator Peterson noted that the Planning & Zoning commission will be finalizing the survey document this month as part of the process to gather information for the Comprehensive Plan update.
3. **Chamber of Commerce:** Bailey Otto shared that the new Visitors Guide is now available as well the guide features a housing section this year.
4. **Lanesboro Business Update:** Mayor Jason Resseman attended the meeting noting that the group is working on details to upcoming events as well as marketing initiatives. They have decided to not have a Cabin Fever event this year. Additionally, it was noted that volunteers are being sought to help with Rhubarb Festival this year.
5. **Rural Entrepreneurial Venture:** Director Rebecca Charles has met with three business owners recently, Unwined, the Brewery, and Eye Prize Marketing. She has entered all of the information into Sourcelink. The first class for businesses will be held Wednesday, April 8th starting at 8:00 a.m. This class topic will be succession planning. Two additional classes will be held, although specific topics have not been confirmed yet. Charles also shared the news articles that were generated for the press release regarding the grant opportunity making these classes possible.
6. **EDA Director:** Director Rebecca Charles shared the annual report as well as the January report. Member Dybing motioned to accept the 2019 Annual report and send to the Council for review. Member Smith seconded the motion. Motion carried all in favor.

Presentation from Barbara Dolan with Minnesota Housing Partnership: Dolan provided an overview of the program, noting the anticipated outcomes. Discussion was also had on how to apply for the Housing Institute.

Adjourn: Member Dybing moved to adjourn at 11:30 a.m. Motion seconded by Member Smith. Motion carried all in favor. At his point Member Smith had to leave, however discussion continued as follows:

B. Old Business:

1. **Loan Application and Guidelines:** Members will review edits and discussion will be continued in March.

C. New Business:

1. **Member Salaries:** Discussion will be continued when all members are present
2. **CEDA Annual Regional Development Tour:** Director Charles reported that Lanesboro has been chosen to be a part of the tour this year. She will share additional information as it becomes available.
3. **Housing Institute:** As a member of Lanesboro Housing Group member Dybing will draft a letter of support for the program. Dybing and Administrator Peterson will complete the online application for participation in the Housing Institute.

Next Meeting: Thursday, March 5th, 2020 at 11:00 a.m.

Respectfully Submitted,
Michele Peterson
City Administrator/Clerk