

**Beulah JDA**  
**Board Meeting Minutes**  
**January 16, 2019**  
**4:30 PM - Beulah City Hall**

**Present:** Nathan Richter, Clyde Schulz, Blake Seibel, Kim Kessler, Travis Frey, Scott Solem, Vern Muscha, Michael Woods  
**Absent:** Mary Lou Horning, Jerry Isaak  
**Also Present:** Kate Johnson, Beulah Beacon

- A. **Call Meeting to Order**-Nathan called the meeting to order at 4:35 pm.
- B. **Appointment of Secretary** - Blake nominated Travis for Secretary. There were no other nominations. Travis was approved as Secretary.
- C. **Agenda Approval** - Nathan asked for a motion to approve the agenda. Kim moved to approve the agenda; Vern seconded. Motion carried.
- D. **Acceptance of resignation** - Blake moved to accept Gloria Olheiser's resignation; Michael seconded. Motion carried. Nathan noted the Board's appreciation for her years of service and the contributions she provided to JDA.
- E. **Meeting Minutes**-Nathan asked for a motion to approve the December 19, 2018 meeting minutes. Vern moved to approve; Blake seconded. Motion carried.
- F. **Financial Report**
  - 1) **Profit and Loss Statements**-(tabled for Feb.)
  - 2) **Special financial audit** (tabled)
- G. **OLD BUSINESS**
  - 1) **USDA Building**
    - a. **General contractor** – Retaining a general contractor to address various maintenance and repair concerns at the USDA building has been discussed. No action taken.
    - b. **Correspondence** - JDA received a letter from the US Dept. of Agriculture informing us that there will be no lease payment during the government shutdown.
  - 2) **Country Kettle** – It is now under new management. The closing is next week.
  - 3) **Greystone Hotel**
    - a. **Today's** - Vern reported Gloria did follow up with Today's regarding its electric bill and its request for assistance in paying it. No formal request has been received to date. The Board will follow up once it is received.
    - b. **Olson Electric** – No action taken.
  - 4) **New laptop computer** – The new laptop has arrived and is in the process of being setup. Michael moved to purchase Quick Books online; second by Vern. We will purchase the essential version on a monthly basis. This allows up to three users. Motion approved. Scott

moved for Secretary and Treasurer with read and write options and read rights to President and Vice President. Second by Blake. Motion approved.

- 5) **Bylaws** – Clyde moved to approve a \$1,000 budget for Solem Law to finish a draft of the Bylaws; Vern seconded. Motion carried.
- 6) **Vision and Mission** (tabled)

## **H. NEW BUSINESS**

- 1) **Shopko** - Shopko's closing was discussed. Shopko will be closing its doors and negotiations for lease terms changes are no longer available because of the Chapter 11 bankruptcy. The board will do what they can to help in bringing in a new tenant to the building.
- 2) **Change of signers** - Motion to remove Gloria Olheiser and add Michael Woods, Jerry Isaak and Travis Frey to the bank account(s) signers. Second by Travis. Motion Approved.
- 3) **Discussion of Economic Director** - Travis reported on the progress of the Economic Director position. The posting is still online and the City is continuing to receive applications. No one that has submitted is fitting the needs of the city at this point.

**Adjourn** – Meeting was adjourned at 5:45 pm

Submitted by,  
Travis Frey  
Beulah JDA Secretary