



Board of Directors Meeting

Friday, November 4, 2016
Nicolet College, Northwoods 207
Rhineland, Wisconsin

MINUTES

PRESENT:

Berry, Chris	Bishop, Sandy	Burkart, Jamie	Close, Angie	Dehn, Deby
Egan, Bob*	Ehrfurth, Paul*	Gehlhoff, Wendy*	Heikkinen, Derek	Luce, Roger
Maule, Ken*	Oldham, Vicky	Ritter, Carolyn	Ruedebusch, Carl	Sage, Lisa (Recorder)
Sorgel, Collette	Stark, Chris	Van Zile, Leah	*via telephone	

BOARD OF DIRECTORS MEETING		
Topic	Discussion	Action
Call to Order & Introductions	President Collette Sorgel called the meeting to order, and introductions were made.	Meeting was called to order at 10:07 AM
Approval of Agenda	<i>Motion to approve the agenda as written (Angie Close), seconded (Carolyn Ritter), all in favor; motion carried. Exhibit A</i>	Motion Carried
Approval of Minutes	<i>Motion to approve minutes from the Monday August 22, 2016 Board of Directors (BOD) & Membership Meeting as written (Bob Egan), seconded (Sandy Bishop), all in favor; motion carried. Exhibit B</i>	Motion Carried
Administrative Issues	<p>Administrative Issues:</p> <p>Sandy Bishop explained the difference between Nicolet's "in-kind" support and contracted administrative support. There was discussion regarding current membership, and Collette explained the current working situation between the two entities. The group then discussed and approved Nicolet College administrative support contract (sent via email with Agenda). Exhibit C</p> <p><i>Motion to contract with Nicolet College for additional administrative support when needed, with a tentative cap of \$500 per month or up to \$750 with Executive Committee approval (Roger Luce), seconded (Angie Close), all in favor, motion carried.</i></p> <p>Collette briefly reviewed the new contract with Wisconsin Economic Development Corporation (WEDC) contract.</p>	Motion Carried
Financial Report	<p>Treasurer Roger Luce distributed and reviewed the Financial Report as of September 30, 2016.</p> <p><i>Motion to approve the Financial Report as written (Angie Close), seconded (Derek Heikkinen), all in favor; motion carried. Exhibit D</i></p> <p>Jamie Burkart, Nicolet College workforce liaison, reviewed her work attempting to gather membership and payment information for 2015 and 2016. She has now installed QuickBooks software, so payment tracking should be a simple process from this point on. Jamie is concerned about the current contact, membership and payment gaps, but is working on resolving these issues. The urgency to send membership renewals and mend bridges with former members is understood, and she will continue work on this project. Leah Van Zile noted that membership renewal invoices need to be sent out ASAP.</p>	Motion Carried

<p>President's Update</p>	<p>a. <u>Activities</u> Collette has spent significant time both on the phone and in person meeting with WEDC, Nicolet College, Angie Schrieber, and other EDC reps, as well as attending multiple meetings throughout the state. She distributed a sheet detailing her activities (July-November 2016). Exhibit E</p> <p>b. <u>AT&T</u> Collette is working with AT&T, as they approached her with the opportunity to apply for a \$2,000 donation to help promote Grow North (GN) and its economic region. The donation could be used to host an economic development meeting in 2017 (including facility rental, food, etc.). Collette has submitted an invoice as application and is now waiting to see it's paid.</p> <p>c. <u>By-Laws Committee</u> Collette wants to set up a By-Law Committee to rework the by-laws. It was decided that Paul Ehrfurth, Carolyn, and Vicky will work on by-laws. Lisa will send them most recent version of the current by- laws.</p>	
<p>Working Committee Top Project Updates</p>	<p>a. <u>Workforce Development– Derek Heikkinen, Chair</u></p> <ul style="list-style-type: none"> • Derek presented an idea he believes could attract new and retain current members. As part of his GN duties, he'd like to convene an economic analysis summit with experts to discuss shortages, needs, and educational gaps in the workforce structure that can be transformed into alliance relationships, and will add value from GN. He plans to contact the Northwoods Innovation group (formerly Northwoods Manufacturer's Alliance) to see if he can assist with facilitation, as he feels he could leverage his existing relationships into additional memberships for GN. Carl Ruedebusch offered advice to start small, so if it works, the idea can grow organically. • Sandy Bishop informed the group of upcoming WFED initiatives at Nicolet College, including the Hire Up: Employers "Creative Solutions to Workforce Challenges" conference coming up on Friday, February 3, 2017. More information to follow. <p>b. <u>Forestry/Rail– Wendy Gehlhoff, Chair</u> Wendy is scheduling a conference call with the Forestry/Rail committee, Collin Buntrock and Don Peterson to decide upon and prioritize 2017 goals. Please note that the following cost estimates are approximate at this time.</p> <ul style="list-style-type: none"> • Work with each county to promote Log-A-Load events and forest industry tours @ \$2,000/county (how many counties?) → \$10,000 • Two railroad tie workshops and tie manufacturing template @ \$2,000 per workshop plus \$1,000 for template. → \$5,000 • Assess the feasibility of establishing an industrial wood value-added business in the GN Region (CLT, timber mats, block flooring, etc.) → \$12,000 • Resource assessment across NW Visions and GN areas to determine volumes and species that might be available for industry expansion. → \$5,000 • Conduct continuing education training for woodshop instructors throughout NCTC (focusing on GN schools, but open to anyone). Includes teacher stipends. → \$10,000 <p>c. <u>Broadband– Roger Luce, Chair/Chris Stark, Co-Chair</u> This committee met and discussed what GN can and should be doing, including continuing to work with legislators to ensure that under- or unserved rural areas receive the help they need in a timely fashion.</p>	

	<p>d. <u>Marketing/PR</u>– Angie Close, Chair/Collette Sorgel, Co-Chair WEDC offers a \$5000 match grant fund for marketing development. As GN needs a website update, an awareness campaign, media development strategies, brochure update (etc.), the committee will pursue this grant and coordinate with WEDC to ensure we're following the correct guidelines.</p> <p>e. <u>Entrepreneurship</u>– Bob Egan, Chair</p> <ul style="list-style-type: none"> Nicolet College has submitted the application for the WEDC grant program labeled "the Entrepreneurship Support Program." The program is for activities and projects that promote entrepreneurship and deliver key services to Wisconsin entrepreneurs. The Juday scholarship funds will be used as part of the match for this grant. This would allow Nicolet to expand the Nicolet Entrepreneurial Training/NET course throughout the district and allow Vilas County Economic Development Corporation (VCEDC) to create courses that would be available to E-seed and NET graduates to acquire additional training beyond basic business skills. Grant approval status will be available by mid-December. The possibility is being explored to create a course for Fall 2017 that would create a course for Fall 2017 titled "Entrepreneurship for People with Disabilities." The overview would be a 16-week course, one day a week, during the day for the student, and an eight-week course, one night a week for the parent or caregiver. The initial class would possibly be to work with people with autism, to train them to become Certified Nursing Assistants (CNAs). There are already possible candidates for the program as well as businesses willing to hire the graduates. The 16th the Nicolet Entrepreneurial Training/NET course (formerly eSeed) class will graduate on Wednesday, 11/16/16 from 5-8 pm. All are invited. Roger Luce and Wendy Gehlhoff met with a professor from UW-Stout to discuss new fab lab the learning style/new curriculum to take place throughout all districts. <p>f. <u>Administrative/Bookkeeping</u>– Paul Ehrfurth, Chair <i>Motion to update budget to include committee project funding requests to be presented at the January 6, 2017 BOD meeting for approval (Paul Ehrfurth), seconded (Bob Egan), all in favor, motion carried.</i></p> <p><i>Contingent upon WEDC marketing-specific capacity grant approval, motion to allocate \$5,000 from budget to match WEDC grant of \$5,000, and to use that \$10,000 to pursue WEDC-approved marketing/branding/advertising initiatives (Angie Close), seconded (Roger Luce), all in favor, motion carried.</i></p>	<p>Motion Carried</p> <p>Motion Carried</p>
Funding Allocations	Discuss allocations of funds to projects- The Executive Committee (EC) will tentatively plan allocations based on requests to date and bring to BOD for approval.	
Organizational Structure	Discuss organizational structure going forward- The EC will be working on what GN needs to do to move forward as an organization, as she cannot continue to spend as much time working on GN as she has been. They will bring it back to the BOD next time for approval.	
County Updates	<u>Vilas County</u>- Carolyn Ritter Carolyn shared information regarding the current requirement for property managers in Wisconsin to hold a real estate broker's license, even when managing personal property. As there is a growing need for personal property managers in Vilas County, they would like to see changes to this policy.	
Other Updates	<ul style="list-style-type: none"> Deby Dehn announced that WHEDA will have a listening session on Friday, November 11 in Marinette. Contact her for more information. 	
Adjourn	<i>Motion to adjourn (Carolyn Ritter), seconded (Vicky Oldham), all in favor. Meeting adjourned at 12:12 PM.</i>	Meeting adjourned at 12:12 PM

Next meeting:

BOD Meeting

Friday, January 6, 2017 from 10 am-12 pm

Nicolet College, Rhinelander 207