

MACEDC Board Meeting Attendance - 2023

Scheduled Meeting	JAN	FEB	MAR	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
	18	8	8	27	12	10	14	12	9	13	11	8	13

EXECUTIVE COMMITTEE

Kevin Black, Chair	X	X	X	Annual Meeting	X	A	X	X	A	X	X	X	X
Cassidy Hjelmstad, Chair-Elect	X	X	X		X	X	X	X	X	A	X	X	X
Ryan Ackerman, Vice-Chair	X	X	X		X	X	A	X	X	X	X	X	X
Missy Feist-Erickson, Treasurer	X	X	X		A	X	X	X	A	X	X	X	X
Randy Hauck, Past Chair	X	A	X		X	X	X	X	X	X	X	X	A
Brekka Kramer, President/CEO & Corp Secretary	X	X	X		X	X	X	X	X	X	X	X	X

ADDITIONAL VOTING MEMBERS

Peter Hankla	X	X	X	Annual Meeting	X	X	X	X	X	X	X	X	X
Jonn Knecht	X	X	X		X	X	X	X	A	X	A	X	X
Les Knudson	X	A	X		X	X	X	X	X	X	X	X	X
John Kutch	X	X	X		A	X	A	A	X	A	A	X	X
Jason Olson	X	X	X		X	X	A	X	X	X	A	X	X
Tom Ross, Mayor	X	X	X		X	X	X	X	X	X	X	X	X
Dr. Steven Shirley	X	X	A		X	X	X	A	X	X	A	A	X
Dr. Mark Vollmer	X	X	X		A	X	X	X	X	X	X	X	A
Jason Zimmerman	X	X	X		A	X	X	X	X	X	X	X	X

X = Present A = Not Present



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Minot Area Chamber EDC Board of Directors
Wednesday, January 17, 2024 @ 7:30 a.m. | Minot Area Chamber EDC
AGENDA

Call to Order

1. Coalition to Oppose the Property Tax Petition Presentation
 - Matt Gardner, North Dakota League of Cities
 - Samantha Holly, Keep It Local
 - Andrea Pfenning, Greater North Dakota Chamber
2. Board Minutes (All Directors)
 - a. Approve December 13 Regular Board Meeting Minutes
3. Treasurer's Report
 - a. Approve December Financials
4. Chairperson's Report
 - a. New Board Member Welcome
 - b. Letter of Support North Dakota Department of Agriculture
 - c. Contract Tracking Report
5. Strategic Plan Key Pillar Report
 - a. Economic Development
 - b. Community Development
 - c. Workforce Development
 - d. Member-Investor
 - e. Military Support
6. President's Report
 - a. Programming Community Outreach Monthly Activity Report
 - b. Upcoming Events, Meetings, and Presentations
7. Other Business

Adjourn Meeting

Next Meeting: Wednesday, February 21, @ 7:30 a.m.



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Minot Area Chamber EDC
Regular Board Meeting Minutes
Wednesday, December 13, 2023
Minot Area Chamber EDC Office

Call to order

Chair Kevin Black called the meeting of the MACEDC Board of Directors to order at 7:30 a.m.

Attendance

PRESENT BOARD MEMBERS AND STAFF: Kevin Black, Cassidy Hjelmstad, Ryan Ackerman, Missy Feist-Erickson, Peter Hankla, Jonn Knecht (Teams), Les Knudson (Teams), John Kutch, Jason Olson, Mayor Tom Ross, Dr. Steven Shirley, Jason Zimmerman (Teams), Brekka Kramer, and Jaime Hauge.

ABSENT: Randy Hauck and Dr. Mark Vollmer.

OTHERS PRESENT: Daryl Heizelman and Bethany Cichonsky (Teams).

1. Presentation of the 2022 MACEDC Audit – Daryl Heizelman, Brady, Martz & Associates

Daryl Heizelman presented the 2022 MACEDC audit to the MACEDC Board of Directors.

Mr. Ackerman made a motion to approve the audit as presented with a revision to Note 6 Long-Term Debt section (1). Mr. Hankla seconded the motion which carried unanimously.

2. Board Minutes (All Directors)

Minutes were provided in the MACEDC Board of Director's packet sent out prior to the monthly meeting. Mayor Ross made a motion to approve the November 8 regular board meeting minutes; Ms. Hjelmstad seconded the motion which carried unanimously.

3. Treasurer's Report

Ms. Feist-Erickson presented the November MACEDC financials. Mayor Ross made a motion to approve the November MACEDC financials. Mr. Ackerman seconded the motion which carried unanimously.

4. Chairperson's Report

a. Nominating Committee: Chair Black stated the Les Knudson submitted his letter of resignation from the MACEDC Board effective December 31, 2023.

Dr. Shirley made a motion to approve nominees Jason Zimmerman, John Kutch, and Jonn Knecht to serve an additional term and Beth Feldner from Xcel Energy to join the board as a director. Ms. Feist-Erickson seconded the motion which carried unanimously.

b. MACEDC Bylaws Revisions: Mr. Kutch made a motion to adopt the revised MACEDC bylaws as proposed. Mayor Ross seconded the motion which carried unanimously.

c. Letter of Support for 3rd Street Reconstruction Project: Chair Black stated that the letter of support was included in the packet for the board's review.

d. Task Force 21 Guidelines: Mr. Hankla made a motion to adopt the Task Force 21 guidelines as presented. Mr. Kutch seconded the motion which carried unanimously.

e. Coalition to Oppose the Property Tax Petition: Chair Black stated that the board is getting educated on the effort before taking a stance. The board will receive an educational presentation from members of the coalition in January.

4. Strategic Plan Key Pillar Report

a. Economic Development – Ryan Ackerman: Mr. Ackerman provided a report of recent economic development activity which highlighted updated lease agreements at the Logistics Park of North Dakota and closing out the South Intermodal Track Expansion project.

b. Community Development – Kevin Black: No updates.

c. Workforce Development – Dr. Steven Shirley: Dr. Shirley shared that the first workforce development committee meeting took place, which includes members from partners in the community including the City of Minot. Ms. Kramer reported that MACEDC submitted two applications for the State of North Dakota Regional Workforce Impact Program grant.

d. Member-Investor – Cassidy Hjelmstad: Ms. Hjelmstad reported that Bravera had a great Business After Hours last week, there are a few more spots to fill for Junior Achievement program, and she will be looking to form a member investor committee in January 2024.

e. Military Support – Peter Hankla: Mr. Hankla provided a military support report which included the Barksdale Trophy arriving in Minot and the North Dakota Military reception and National Guard Association briefings in Washington D.C.

5. President's Report

The president's report and programming community outreach monthly activity report were included in the packet.

6. Other Business

None.

Chair Black adjourned the meeting at 9:13 am.

Minutes submitted by: Jaime Hauge, Executive Assistant



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January 8, 2024

Business, Marketing & Information Division
North Dakota Department of Agriculture
600 East Boulevard Avenue, Dept. 602
Bismarck, ND 58505

RE: APUC and Specialty Crop Block Grant Program support

To North Dakota Department of Agriculture Review Team,

Our mission at Minot Area Chamber EDC (MACEDC) is to advocate for and invest in business activity by being a collaborative partner in the community, focused on improving quality of life for all. MACEDC supports key initiatives across our state that build and strengthen the North Dakota economy, support agriculture-related businesses and improves North Dakota's visibility. For these reasons, we are excited to support the continued funding of the Agricultural Products Utilization Commission (APUC) and the Specialty Crop Block Grant Program.

MACEDC is invested in these programs, as we traveled in 2023 to participate in SIAL America in Las Vegas to promote the region, advance our agriculture-focused businesses, and advocate for new businesses to move to North Dakota. Over the years, a number of Minot-area businesses have taken advantage of these two programs, to increase their visibility and improve their products. Without the state's efforts in these areas a number of businesses simply wouldn't have grown to become what they are today. Having support as part of a larger statewide group makes it that much easier for businesses to connect globally through the trade shows they attend. That support for businesses comes through these key programs.

We wholeheartedly support the North Dakota Department of Agriculture's continued use of funding for the APUC and Specialty Crop Block Grant Program.

Sincerely,

Brekka Kramer
President | CEO
Minot Area Chamber EDC



President's Report | December 11, 2023 – January 12, 2024

Each month also includes numerous calls, emails, legislative session outreach, along with stakeholder, member investor, planning and internal meetings.

- Inaugural Workforce Committee meeting
- Meeting – Norsk Høstfest marketing committee
- Task Force 21 meeting
- Meeting – Trinity Health
- MACEDC Board of Directors meeting
- Greater North Dakota Chamber Business Climate policy meeting
- Meeting – Souris Basin Planning Council Board
- Meeting – ND State Board of Higher Education, National Defense Industrial Association Northern Tier Chapter
- Governor's Task Force on Military Issues in North Dakota meeting
- Meeting – ND Department of Commerce Workforce Development Council Recruit & Retention Subcommittee
- Meeting – Hess Corporation
- Meeting – Bakken GROW partners immigration/workforce
- Meeting – Verendrye Electric Cooperative
- Regular City of Minot City Council meeting
- Meeting – North Dakota State University Industry and Workforce Ad Hoc Committee
- Meeting – Norsk Høstfest Association Annual Board
- The Northwest Seaport Alliance Visit (Tacoma, Washington)
 - The Northwest Seaport Alliance Managing Member meeting presentation
 - Link to the live presentation: [January 3 Northwest Seaport Alliance Managing Member Meeting](#)
- Meeting – Greater Cheyenne Chamber President/CEO Dale Steenbergen (Cheyenne, Wyoming)
- Meeting – Cheyenne Mayor Patrick Collins (Cheyenne, Wyoming)
- 20th Air Force Change of Command | Maj Gen Michael Lutton – Maj Gen Stacy Jo Huser (Cheyenne, Wyoming)
- Maj Gen Michael Lutton 3-Star Promotion Ceremony (Cheyenne, Wyoming)
- Meeting – North Dakota Chamber Leader
- Task Force 21 meeting and 2024 budget planning
- Meeting – Brig Gen Colin J. Connor with Task Force 21
- Meeting – Norsk Høstfest sponsorship committee
- Meeting – Brig Gen Colin J. Connor
- Military Affairs Committee meeting
- Meeting – Economic Development Association of North Dakota Central Region Group
- Meeting – Spring AI/Entrepreneur One Day Conference discussion with Minot State University
- One on one meeting with City Manager Harold Stewart

MINOT AREA CHAMBER EDC
PROGRAMMING COMMUNITY OUTREACH MONTHLY ACTIVITY REPORT | December 11 – January 12

COMMITTEE REPORTS

Adopt an Airman – There are currently four active host families and two airmen have been matched. This has remained the same as last month.

Agribusiness Committee – Agribusiness Committee did not meet in December.

Ambassadors Committee

In 2023, Ambassadors held 77 ribbon cuttings. Ribbon cuttings were held at the following businesses for this time period:

- December 13: Robyn's Place, a new gift shop located at 122 Main Street South, Suite C, Minot.
- January 9: Modern Designs by Tammy Marie, a new home interior store located at 1509 2nd Avenue SW, Minot.
- January 10: Lopez Boxing Gym, a new boxing gym located at 4715 Hwy 83 North, Minot.
- January 11: Buffalo Wild Wings, newly remodeled restaurant located at 3820 South Broadway, Minot.

Business Retention & Expansion – Since the report, five Business Retention & Expansion meetings have been held. Creedence Energy Services, Gravel Products, Minot Paving, Concrete Mobile, and Central Machining and Pump Repair all completed the interview.

Business After Hours – The next Business After Hours is January 25 at I Keating Carpet One Floor and Home located at their new location, 1325 South Broadway, Minot. The January Business After Hours will feature the band Little Chicago Funk, great food and networking.

Community Leadership Institute – The Community Leadership Institute (CLI) committee will begin meeting in April. The 2024 CLI program is slated to start September 5. Sponsorship opportunities to support this program will roll out in January.

Eagle Awards – On December 12, 19 people received the Eagle Award for great customer service:

Angelique Bernadette Chapin, Broadway Liquor	Vinny Neyrajauregui, JOANN Fabrics & Crafts
George Fealy, Toad's Wash and Run	Brianna Olson, YMCA
Casey Fjeld, Duffy's Hockey & Sports	Allyce Scheresky, SRT
Felix Gyabaa, Trusted Tire & Auto	Brian Szablewski, Cash Wise Foods/Coborns, Inc.
Deanna Haider, JCPenney	Scott Pederson, Gate City Bank
Katie Hawkins, ARC Express, Inc.	Mike Perdue, Don Bessette Hyundai
Nick Jesz, Circle Sanitation	Missi Spitzer, I. Keating Carpet One Floor & Home
Natalie Lang, Margie's Art Glass Studio	Tara Sexton, Office Max
Brigitte McCauley, The Title Team	Kadee Simensen, The Station
Lindsey Meyer, Gate City Bank	

Energy Committee – Energy Committee did not meet in December. The next meeting will feature a presentation from Xcel Energy on January 25 11:30 a.m. at Badlands Restaurant.

Governmental Affairs Committee – Governmental Affairs Committee did not meet in December. The next meeting will feature Secretary of State Michael Howe on January 31 11:30 a.m. at Badlands Restaurant.

Infrastructure Committee – On January 12, the Infrastructure Committee heard from Basin Electric on their plans for upgrades to their large-scale electric infrastructure. Standing reports were provided from the City of Minot, Ward County, North Dakota Department of Transportation, and Minot Parks.

Military Affairs Committee – Our holiday cookie drive to support airmen at Minot Air Force Base was a success with strong community support. 11,000 cookies were collected and handed out to young airmen away from home for the holidays. On January 9, the Military Affairs Committee met at Minot Air Force Base Jimmy Doolittle Center. Brig Gen Colin Connor, Director of Intercontinental Ballistic Missile Modernization, Site Activation Task Force, Barksdale Air Force Base provided a briefing on the Sentinel ICBM weapon system. Following the presentation reports were given by 5th Bomb Wing, 91st Missile Wing, ND National Guard and ND Army Guard.

Right Start Committee – Right Start Committee did not give a presentation in December.

Showcase of Business – SRT has agreed to be presenting sponsor for the 2024 event, which will be held November 21.

Start Up Minot Academy – 10 students are already signed up for the winter cohort of the Start Up Minot (SUM) Academy powered by CO.STARTERS. This class starts on January 31 and runs until April 3. There is still space for another 5 students. Our recruitment of sponsors to support the SUM effort secured funding to offset the cost of providing the CO.STARTERS program. Thanks to our sponsors, we are able to significantly reduce the cost of purchasing the educational materials for each student and offer the course at a reduced rate of \$150 per person.

Start Up Minot – The Start Up Minot December networking event brought in nearly 30 people. The speakers were Lexi Miller, a recent graduate of the SUM Academy powered by CO.STARTERS, and Stacey Miller, owner/operator of Juniper Child Care. The January business networking event saw 20 people attend to listen to our featured speaker, Debbie Harris of Fiancée in Minot. The next free event will be held on February 8. Please join us at 7:30 a.m. at the Carnegie Center that Thursday.

Task Force 21 – Governor Burgum’s Task Force for Military Issues in North Dakota held a strategic planning session led by Lt. Gov. Tammy Miller at the State Capital in December. The Barksdale Trophy is now in Minot and is available to be showcased throughout the community. Two major military engagements were held at F.E. Warren Air Force Base in Cheyenne, Wyoming on January 5. Gen Thomas A. Bussiere, Commander Air Force Global Strike Command and Commander, Air Forces Strategic – Air, U.S. Strategic Command, Barksdale Air Force Base led both ceremonies. Three members of Task Force 21 attended the ceremonies representing Team Minot. In addition to the formal events, meetings were held with Cheyenne Mayor Patrick Collins and Greater Cheyenne Chamber of Commerce President/CEO Dale Steenberg. Discussions focused on Sentinel and community work to support the project.

Women Connect – Women Connect leadership team didn’t meet in December.

UPCOMING MEETINGS AND EVENTS

Minot Area Chamber EDC Programming

January 24	Right Start Presentation, 9:25 a.m., Jimmy Doolittle Center Minot Air Force Base
January 24	Honorary Commander Induction, 6:00 p.m., Jimmy Doolittle Center MAFB
January 25	Energy Committee with Xcel Energy, 11:30 a.m., Badlands
January 25	Business After Hours, 5:00 p.m., I. Keating Carpet One Floor & Home
January 31	Start Up Minot Academy powered by CO.STARTERS program, 8:30 a.m., Carnegie Center
January 31	Governmental Affairs Committee with Secretary of State Michael Howe, 11:30 a.m., Badlands
February 1	Military Affairs Committee, Noon, Sleep Inn & Suites
February 1	Ambassador Committee, 4:30 p.m., location TBD
February 7	Start Up Minot Academy powered by CO.STARTERS program, 8:30 a.m., Carnegie Center
February 7	Agribusiness Committee, Noon, North Central Research Ext. Center
February 8	Start Up Minot networking and business showcase event, 7:30 a.m., Carnegie Center
February 9	Infrastructure Committee, 7:30 a.m., Homesteaders
February 13	Eagle Award Presentation, 10:00 a.m., Minot Area Chamber EDC
February 14	Start Up Minot Academy powered by CO.STARTERS program, 8:30 a.m., Carnegie Center
February 15	Governmental Affairs Committee, 11:30 a.m., Badlands
February 17	Military Appreciation Minot State University Hockey Game Night, 7:30 p.m., Maysa Arena

Minot Area Chamber EDC Signature Events | Save the Date

March 21	Prairie Warrior Auction, 5:30 p.m., Grand Hotel
September 20	Task Force 21 Nuclear Triad Symposium, Washington DC
November 21	Showcase of Business, 5:00 p.m., North Dakota State Fair Center

Minot Area Chamber EDC Strategic Engagements | Stakeholder and Partner Events

January 18	Randy Hauck Retirement Open House, 2:00-4:00 p.m., Verendrye Minot
January 23	Northern Pulse Growers Association, Sleep Inn & Suites Minot
January 23	Governor Burgum State of the State Address, 11:00 a.m. (CDT), virtual or in-person Dickinson
January 24 – 26	KMOT Ag Expo, North Dakota State Fair Center Minot
February 8	State of the City, 11:30 a.m., Minot State University Dome