**0Luce County Economic Development Corporation**

**EDC Office Conference Call**

**Minutes**

**4:00 p.m.**

**April 14, 2020,**

**Present**: AJ Downey, Joe Villemure, Brian LeBeouf, John Waltman, Cliff Fossitt, Rose Pann, and Paul Burton

**Absent**: Colleen Duflo and Michelle Clark

**Others:** Jack Thomas and Rebecca Bolen

The meeting was called to order at 4:02 p.m. by Vice-Chairperson Downey

Reminder that the meeting is being recorded.

**Communication from Public**: None-

**Approval of minutes**

The minutes from the regular board meeting held via conference call on April 14, 2020 were reviewed and approved as presented. Motion made by Waltman, seconded by Pann. All Ayes. Motion passed.

**Approval of Financial Report/Bills**

The regular financial report and bills for April were TABLED until the next face to face meeting since there is so many documents. Tammy reported that there was nothing unusual in financials.

**Correspondence:** None

**Old Business-**

1. **EDC project update** – no update
2. **EGLE/Pike Lake Grant Update-** Mackinac Environmental Technology, Inc. is waiting on the DNR to sign off the report to close.
3. **MEDC Grant Update-** Nothing to report, waiting until Spring to put bids out to start clearing the lot.
4. **Rebecca Bolen/Mass Timber Study & United Way ALICE Project-**Rebecca discussed with the Board about the Mass Timber Study and the United ALICE Project. Marketing local mills, forest ownership. EUP flyer will be handed out to interested businesses. The MDNR will be building a new building in Newberry using Michigan wood.

**New Business**

1. **Member Updates-** nothing to report right now.
2. **Covid-19 & Current Loans assistance-** Tammy has some clarification on the EDC Covid-19 loan. She has presented that the EDC run a credit report and if it’s lower than 650 and if it is questionable then ask for 2 years’ worth of back taxes, no application fee, set a limit of 8 for these loans and then Tammy can come to the Board and revisit the limit. If other concerns arise, she will contact the Board.
3. **Resolution Letter-** Has been taken care since the agenda was sent out.

**Directors Report-**

* I got confirmation that I passed week 4 of my EDFP classes and am now a federally certified Economic Development Finance Professional
* I have sent a great deal of communication to our local business owners (right AJ?) and have talked to many over the phone. The office phone comes to my cell phone
* I continue to participate in conference calls and webinars to learn more about the programs to help business owners. Some deal with current conditions others deal with the next steps and how to help businesses after things return to “normal”
* I have helped several business complete applications for state and federal programs. Federal programs have just released funds. To date we have not had any funds awarded.
* We had 12 applications submitted for the state grant program. The state allocated the funds by population. The entire UP was awarded $500,000 and received over 800 applications. The planning regions split those funds by population as well. We received more that our share of those funds, over $4,000 more than our share. Notifications will be sent this week by Invest UP.
* I have written 7 loan modifications as approved at our meeting. All documents have been signed and returned.
* The county board has approved our resolution for emergency loan approvals, they will officially vote at their meeting on 4/14 at 4.   McMillan township has approved as well.
* Preparing a general overview for the Newspaper and radio of the current programs.
* Working with Annette to keep website updated and put together a crisis plan.
* Had to report final CDGB report for funds held by Northern Initiatives
* The Crisp Point Lighthouse biennial report is due by the end of the month.
* The second quarter report for the Pike Lake Store is due and Mackinaw Environmental is hoping to close the case with no significant findings.

**1. Admin Update-**

Annette went over what she has been working on. Updating website with Covid-19 information. Facebook page with Covid-19 information. Researching other EDC disaster plans, so that she can put together a disaster plan for the LCEDC. Letters went out to local businesses before Covid-19 hit, and we are starting to receive those back and she is putting that data together. Researching how other EDC’s have Brownfields information and Opportunity Zones on their websites, so that she can ask that information on the LCEDC website.

**Information**

December 2019 LMI – Handout-**will be handed out at the next face to face meeting.**

Loan portfolio update – Handout- **will be handed out at the next face to face meeting.**

RLF Balance – Handout- **will be handed out at the next face to face meeting.**

**Communication from public –** None

**Adjournment** – Motion made to adjourn at 5:00 p.m. by Waltman, Seconded by Burton. All Ayes motion passed.

Villemure-yes

Fossitt-yes

Downey-yes

Waltman-yes

LeBeouf-yes

Burton-yes

Pann-yes

All Ayes Motion passed.

Approved by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_on\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2020.

Cliff Fossitt, Secretary/Colleen Duflo, Chairperson