

JDA Meeting Minutes  
Dec 14, 2020  
Via Teleconference

**MEETING OPENING:** President Whittney Lipp opened the meeting at 5:30 pm.

Board Members Present: Whittney Lipp, Marilyn Bettenhausen, Adam Feist,  
Daryl Kaseman and Jocie Ruff

Board Members Absent: Denise Morman, Nathan Wolf

**Minutes:**

November 9, 2020 regular meeting minutes were reviewed. Motion by Marilyn Bettenhausen to approve, second by Jocie Ruff. Motion carried by unanimous vote.

**Financial Report:**

The financial report was reviewed and discussed. Motion to approve report by Jocie Ruff. Second by Adam Feist. Motion carried by unanimous vote.

**Action Items:**

1. Staffing and Office Plan  
Hagel presented a plan that would reduce operational overhead by closing the JDA office and utilizing contracted staff to work remotely. No formal action regarding the office was taken but the Board instructed Hagel and Lipp to seek input from Wishek City Council on feasibility to use city offices for archived files, e-mail and phone functions.
2. Grant Project Consultant  
Hagel requested the Board to approve up to \$500 per month to contract with Becky Thatcher-Keller as a grant writing consultant for pursuing funding options for Wishek economic development projects. Motion by Daryl Kaseman to approve and second by Jocie Ruff. Motion carried by unanimous vote.

**Other Discussion**

1. Grant Writer and Economic Development Consultant Search  
Hagel reported on multiple discussions with regional economic development sources to identify an experienced consultant. Becky Thatcher-Keller from Linton has been identified and continued discussions are planned.

**Adjournment**

Motion to adjourn at 6:30 pm by Adam Feist, second by Jocie Ruff. Motion carried by unanimous declaration.

Respectfully Submitted by: H. Hagel