

**MOMENTUM WEST**  
**BOARD OF DIRECTORS MEETING AGENDA**

**January 10<sup>th</sup>, 2024 | 2:00pm – 3:00pm**

<https://us02web.zoom.us/j/89600376548?pwd=WldacHJTSW00M0M5UIFBWTFJS3ZMz09>

**I. CALL TO ORDER - Rob**

**II. BOARD TRANSITION - Rob**

- a. Introduce new chair and chair-elect – Katherine Frank and Timm Sandstrom
- b. Turn meeting over to Katherine
- c. Introduce new board member – George Brewere, Bremer Bank

**III. CONSENT AGENDA - Katherine**

- a. Board Minutes - Below
  - Discussion/Approval of November board minutes*
- b. Financial Reports
  - Discussion / Approval of Oct/Nov/Dec financial statements*
- c. Other items as necessary
  - Transfer of funds to savings

**IV. ADVISORY COMMITTEE REPORTS – Committee Chairs**

- a. Executive Committee – Steve
  - 2024 meeting schedule
- b. Housing/Business Attraction Committee – Aaron Sundeen/Donna Walker
  - Brochure and county panels
    - Discussion / Approval to move forward with GSA proposal*
  - Coop discussion with habitat and Menomonie
  - Higher education videos
    - Capstone project
  - Regional outreach
  - Toolkit
  - Housing conference
- c. Workforce Committee – Seth Hudson
  - October event

**V. EXECUTIVE DIRECTOR’S REPORT - Steve**

- a. Annual meeting awards discussion
  - Discussion / Determine award recipients*
- b. Trade organization activities – RLC/WEDA
- c. RFI’s: Update on existing and new RFI’s

- d. Broadband
- e. Pathways project
- f. NTC project
- g. WCWWDB collaborative workforce grant work
- h. Rail Coalition
- i. Other activities as necessary

**VI. GOVERNANCE – Katherine/Steve**

- a. Board Engagement/Commitment to Serve Document
- b. Internship
- c. LOS – Utilities legislation

**VII. WEDC Update – Ray French**

- a. Update on WEDC activities

**VIII. NEW BUSINESS**

**IX. ADJOURN**

**NEXT MEETING: February 14<sup>th</sup>, 2:00pm via Zoom**

*Momentum West Board of Directors Meeting*

*November 8<sup>th</sup>, 2023 – Zoom Conference*

*Attending: Timm Sandstrom, Diane Vaughn, Ray French, Jenny Benrud, Scott Allen, Rob Kreibich, Seth Hudson, Kelly Inqli, Nick Vivian, Brian Elwood, Jon Menz, Rick Geisen, Sheila Nyberg*

*Absent: John Will, Donna Walker, Katherine Frank, Bun Hanson, Aaron Sundeen*

*Also Present: Steve Jahn*

*A call to order was made by Rob at 2:01pm.*

**CONSENT AGENDA**

*The October 2023 board meeting minutes were reviewed. Motion by Brian, second by Ray to approve the minutes. Motion carried. Financials to be reviewed at the next board meeting.*

*Steve noted the potential checking account year-end balance, with a recommendation to consider a transfer to the savings account.*

**PLANNING SESSION FOLLOW-UP**

*The next steps to our DEI focus was discussed. Rob noted that due to the political climate, we need to be cautious. It was agreed that DEI will remain a focus but be rolled into our workforce efforts. A workforce event was proposed that would include DEI from a workforce attraction and retention perspective.*

**COMMITTEE REPORTS**

*Steve reviewed the budget variances from the 2023 budget YE projections. Jenny moved to approve the budget, second by Sheila, with Scott noting the adjustment to the 5300-category due to the formula total being corrected. The motion carried.*

*The ALE contract proposal for 2024 was reviewed. Jon M. moved for approval, second by Sheila. The motion carried.*

*The workforce committee items were covered during the planning session discussion.*

*The housing committee adjusted the GSA proposal specifically the creation of a MW marketing brochure both in a digital format on the website and a printable version. Each county will receive a two-page brochure both on the site and printable. They will determine the content. Upon receiving the revise proposal from GSA we will seek additional quotes. A higher ed video is part of the proposal. Other items on hold.*

*Steve is working on the Toolkit idea and mapping Dunn County as the first county to create the content and data. They have agreed to look at MW hosting the toolkit and our expanding it to all ten MW counties.*

#### *EXECUTIVE DIRECTORS REPORT*

*We continue to work with WEDC and Cliff Albertson on expanding his work to other regions.*

*Several new RFI's since last meeting. Lasso software is making the responses much more time consuming.*

*Pathways collaborative yet to determine 23-24 career pathway. We need DPI templates to continue.*

*WDB partnership event at CVTC December 14<sup>th</sup>. Funds are being depleted.*

*Steve noted the Stanley certified site ribbon cutting, Ellsworth Chamber presentation, Rice Lake NTC ribbon cutting, and IMPLAN work with the Ellsworth Creamery, UWRF and Pierce County EDC.*

#### *GOVERNANCE*

*Board transitions we're outlined. Rick moved that we approved the nomination of Timm Sandstrom as the 2024 chair-elect, Nick V. to fill the executive committee seat vacated by Brian Elwood, George Brewe joining toe board to fill the seat vacated by Rick G., and Donna Walkers first term officially beginning January 1<sup>st</sup>, 2024. Brian second the motion. The motion carried.*

#### *WEDC*

*Ray covered WEDC activities.*

#### *NEW BUSINESS*

*Seth noted the meeting of the REDO's and RPC's prior to the WEDC summit. Seth covered the late scheduled meeting for MW as Steve had a prior personal obligation. Scott and Steve have been part of this ongoing WEDC orchestrated effort since spring.*

*Rob suggested we visit the frequency of the board meetings and executive team meetings. It was agreed that we evaluate the number and timing of the meetings.*

*Ray moved that we cancel the December board meeting. Jenny second. The motion carried.*

*The meeting was adjourned at 2:59pm via motion by Shelia, second by Kelly.*

*The next meeting will be on January 10<sup>th</sup>, via Zoom, from 2pm – 3pm.*