



2020 Willow Run, Suite 100 | Enid, OK 73703
P: 580 233 4232 | F: 580 242 5603 | TDD: 1 800 722 0353 or 711
www.growenid.com

ERDA Board of Directors Meeting
February 14, 2019
Minutes

PRESENT: Martie Oyler, Gene Anderson, Brady McCullough, Dave Lamerton, Jon Blankenship, Joey Meibergen, Kyle Hockmeyer, Sandra Robinett, Brian Henson, Bill Shewey, Jerald Gilbert, Ron Jantzen, Jonathon Waddell, Scott Northcutt

STAFF: Lisa Powell, Debbie Moore

GUESTS: Sally Ramey (LGE class member)

CALL TO ORDER: Martie Oyler called the meeting to order at 10:01 a.m.

REGULAR MEETING MINUTES: A motion to approve the minutes from the regular meeting of November 8, 2018 was made by Brady McCullough with a second by Joey Meibergen. The motion passed unanimously.

SPECIAL MEETING MINUTES: A motion to approve the minutes from the special meeting of January 10, 2019 was made by Kyle Hockmeyer and seconded by Jonathon Waddell. The motion passed unanimously.

AUDIT: Brady McCullough reported to the board on behalf of the audit committee and recommended approval of the audit report and commended staff for a clean audit. Motion to approve the audit report was made by Ron Janzen with second by Jonathon Waddell. The motion passed unanimously.

JUNE 30, 2018 FINANCIALS: Financial reports were reviewed with the board by Gene Anderson, Treasurer. He noted these financial reports were held for approval until the audit was completed and any required journal entries or adjustments were completed. Motion to approve the June 30, 2018 financial report was made by Sandra Robinett with second by Ron Janzen. The motion passed unanimously.

JANUARY 31, 2019 FINANCIALS: Financial reports were reviewed with the board by Gene Anderson, Treasurer. The board discussed the incentives we currently have in the restricted fund balance. With no further questions, a motion to approve the January 31, 2019 financial report was made by Brady McCullough with second by Scott Northcutt. The motion passed unanimously.

EXECUTIVE DIRECTOR REPORT: Lisa Powell voiced appreciation to the board for having confidence in her to be the Interim Executive Director after Brent Kisling's departure January 15, 2019. She further reported to the board the change of title for Debbie Moore to Office Manager.



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ESIP: Debbie Moore reported the ESIP program currently has 3 job descriptions with others promised to come in soon. Debbie will attend the OSU career fair the end of February and has a chemical engineer from Oxbow attending on STEM day and Cara Evans will assist on the other day of recruiting.

BRE: Lisa explained to the board she would not be attending as many trade shows this year but would rather focus on call trips. Lisa also reported she has been working with several companies regarding expansions and will report more information to the board soon.

RFP: Lisa reported she is completing an RFP the Oklahoma Dept. of Commerce sent and will ask Jessika Leatherbury to assist in completing it. She explained ERDA has never had a business come due to an RFP which indicates ERDA's time is better spent with other types of projects.

RESIDENCY PROGRAM: Lisa reports she is working with Krista Roberts at St. Mary's on next steps. The concern of whether TSET money is available for residency programs is in question and will be a large factor in making the numbers work in favor of starting a residency program in Enid. The efforts are continuing. Lisa will report back to the board at the next meeting unless something comes up before then.

MANUFACTURERS EVENT: Lisa reported attending the Manufacturing Networking Event with the Manufacturing Alliance and felt it was successful.

NW HIRES: The next NW HIRES meeting is Feb. 21st in Woodward. They will be hearing from industry and developing regional and local plans for their workforce development efforts.

MARKETING: Lisa reported she is working with Hive Appeal to create 4 videos with different focuses to show Enid as a vibrant place to live.

EXECUTIVE SESSION: Motion to go into Executive Session to discuss the appointment of Interim Director Lisa Powell, the scope of her duties, the probable duration of her appointment and her compensation pursuant to 25 Okla. Stat. §307(B)(1), appointment of individual salaried public employee and reconvene into regular session to take any necessary action. This motion was made by Gene Anderson and seconded by Brian Henson. Motion passed unanimously.

RECONVENE INTO REGULAR SESSION: A motion to reconvene into regular session was made by Brady McCuillough and seconded by Gene Anderson. Motion passed unanimously.

EXECUTIVE DIRECTOR POSITION: Gene Anderson moved that Lisa Powell continue as Interim Executive Director until the search for a permanent Executive Director is complete and her salary will be adjusted to \$7500 per month retroactive to January 1st for the duration of the search. Sandra Robinett seconded the motion. The motion passed unanimously.



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SEARCH COMMITTEE: Kyle Hockmeyer moved that an Executive Director Search Committee consisting of Brady McCullough, Sandra Robinett, Jerald Gilbert, Gene Anderson, Martie Oyler and Dave Lamerton be appointed, and the committee would determine the chair at their first meeting and will report to the board of directors at the next board meeting. The motion was seconded by Ron Janzen and passed unanimously.

11. ADJOURN: A motion to adjourn was made by Jonathon Waddell and seconded by Brian Henson. Motion passed unanimously and the meeting was adjourned.

Respectfully submitted by:

A handwritten signature in blue ink that reads "Debbie Moore". The signature is written in a cursive, flowing style.

Debbie Moore, Staff

A handwritten signature in blue ink that reads "Martie Oyler". The signature is written in a cursive, flowing style.

Martie Oyler, Chairperson