



2020 Willow Run, Suite 100 | Enid, OK 73703
P: 580 233 4232 | F: 580 242 5603
www.growenid.com

ERDA Board of Directors Meeting Minutes
October 3, 2019

Attendees: Gene Anderson, George Pankonin, Martie Oyler, Scott Northcutt, Jon Blankenship, Jerald Gilbert, Brian Henson, Scott Athey, Brady McCullough

Absent: Krista Roberts, Dave Lamerton, Sandra Robinett, Jonathan Waddell, Rob Stallings

Staff: Lisa Powell, Debbie Moore, Trent Misak

Guests: Meredith Westfahl

CALL TO ORDER: Gene Anderson called the meeting to order at 10:00 a.m.

MINUTES: The minutes from Special Meeting of July 11, 2019 were presented. Motion to approve by Brian Henson with second by George Pankonin were approved unanimously.

The minutes from Special Meeting of August 14, 2019 were presented. Motion to approve by Scott Northcutt with second by George Pankonin were approved unanimously

FINANCIALS: The financial statements as of August 30, 2019 were presented by Scott Athey, Treasurer. Questions were answered. Lisa informed the board the recent façade matching grant is not reflected in the budget so we will add that \$5,000 obligation to the financials. Motion to approve the financials as presented by Martie Oyler was seconded by Scott Northcutt and passed unanimously.

AUDIT COMMITTEE: Chairman Gene Anderson appointed Scott Athey, Brady McCullough, Scott Northcutt to the Audit Committee FY 18-19. They will review the draft audit report when it comes in from the auditor and will report back to the board at the next meeting.

BYLAWS/POLICIES & PRCEDESURES REVIEW COMMITTEE: Committee Chair Martie Oyler reported the committee is continuing their task of reviewing these documents and will present a draft with proposed changes soon.

KEY PERSON INSURANCE: Gene Anderson explained it is common for boards or companies to insure a key person in case of incapacitation of said person. Gene explained his proposal would be for ERDA to own a key person term life insurance policy with Lisa Powell as Executive Director of ERDA being the insured. This would allow the board time and finances to replace this key person if an unfortunate death event were to happen. Dillingham Insurance gave Gene



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a quote for a simple term policy which would be an annual line item expense in our budget. The annual premium quoted would be \$173 for a \$100,000 policy. A motion to proceed with the purchase of a simple term policy valued at \$100,000 with ERDA as the beneficiary/owner and Lisa Powell as the insured key person, was made by George Pankonin. Brady McCullough seconded the motion. Motion passed unanimously.

MEETING DATES 2020: Lisa Powell explained there are possible conflicts with regularly scheduled meeting and quarterly luncheon dates for 2020. Lisa explained the January quarterly luncheon is scheduled at the same time she would be at the Red River States Conference. The February board meeting is scheduled when Lisa would be attending the World Ag Expo in California. Also discussed is the addition of a July board meeting prior to the annual members meeting. Motion by George Pankonin to move the January 9th quarterly luncheon to January 21st, the February 13th board meeting to February 14th at Buffalo Junction in Waukomis, OK and add the July 9th board meeting to the meeting calendar was seconded by Scott Northcutt. The motion was unanimously approved.

SPRINKLER GRANT APPLICATION: Lisa Powell reviewed the grant application received from Cherokee Land & Cattle Co restaurant. Motion to approve the application with the parameters set forth in our Sprinkler Grant Program was made by Brian Henson and seconded by Martie Oyler for a \$10,000 reimbursable grant after the work is completed and a certificate of occupancy is granted by the City of Enid.

EXECUTIVE DIRECTOR REPORT:

Lisa reviewed the following with the board:

1. Review notes from ERDA Board Retreat and discuss specific initiatives.
The retreat facilitators notes were reviewed. Discussion followed with comments to the question "What is the meaning of Quality of Life?" along with "How does QOL tie into BRE and Workforce Attraction?" Board members voiced concern about retail leakage and the lack of options for retail and entertainment in Enid. They summarized their biggest concern currently is the need for a new movie theater in Enid. The board confirmed the goals they established at the retreat continue to be the direction they want ERDA to go.
2. Consider establishing a committee to define project flow between ERDA and City of Enid. Gene Anderson explained projects come to both ERDA and the City of Enid. In order to better define our roles and determine the gray areas of who does what and when, a committee of two ERDA representatives and two City of Enid Representatives from the ERDA board be appointed to the Project Flow Committee. Appointed are Jonathon Waddell, George Pankonin, Sandra Robinett, Krista Roberts will serve on this



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committee. Jerald Gilbert also asked to serve on this committee and Lisa Powell will serve as ERDA staff.

3. Public Discussion

Meredith Westfahl was introduced as our representative from the current Leadership Greater Enid class. Meredith told the board about their next class activities and was enthusiastic about what she has learned already from her LGE experiences.

4. Recess to convene into Executive Session

Motion to convene into Executive Session was made by George Pankonin and seconded by Scott Northcutt.

5. Reconvene into Rescheduled Regular Session.

Motion to reconvene into rescheduled regular session was made by George Pankonin and seconded by Martie Oyler. Motion passed unanimously.

6. Discuss and take any necessary action from Executive Session: No action taken.

7. Motion to adjourn was made by Martie Oyler with second by George Pankonin and passed unanimously.

Respectfully submitted by:

A handwritten signature in blue ink that reads "Debbie Moore".

Debbie Moore, Staff

A handwritten signature in black ink that reads "Gene Anderson".

Gene Anderson, Chair