



Annual Meeting
Sept. 12, 2024
9:00 a.m. CT
North Dakota Heritage Center
Bismarck, ND

Agenda

1. Call to Order
2. 2023 Annual Meeting Minutes Approval
3. Board Recognition
4. Financial Report
5. 2024 Work Plan Review
6. Legislative Review
7. 2024-25 Board of Directors
8. Other Business
9. Adjourn

EDND Annual Meeting Minutes

4 Seasons Pavilion, Bowman

Sept 13, 2023

8 a.m.

Call to Order

Economic Development Association of North Dakota (EDND) President Teran Doerr called the meeting to order at 8:04 a.m.

Approval of Minutes

It was moved by Keith Lund to approve the minutes of the business meeting on Sept. 29, 2022. The motion was seconded by Brad Barth and carried.

Board Recognition

The 2023 EDND Board members were recognized as follows:

- Teran Doerr, Bowman County Economic Development (President)
- Brad Barth, Forward Devils Lake (Vice President)
- Matt Marshall, Minnkota Power Cooperative (Secretary/Treasurer)
- Shawn Wenko, Williston Economic Development Corporation (Past President)
- Nathan Schneider, Bismarck Mandan Chamber EDC (At-Large)
- Melissa Beach, Casselton Economic Development (At-Large)
- Corry Shevlin, Jamestown Stutsman Development Corporation (At-Large)
- Justin Dever, MDU (Associate)
- Justin Pearson, BNSF (Associate)

Financial Report

Hager reviewed the year-to-date financial report. EDND's total income was \$85,287.98 (85.42% of budget) and total expenses were \$55,167.48 (55% of budget), with a net income of \$30,120.50. Cash at the end of the period was \$179,807.06.

2023 Work Plan Review

Hager reviewed progress on implementation of the 2023 Work Plan.

Legislative Interim Review

Dana Hager reviewed the status of the interim studies EDND is following and the status of economic development requests to be discussed during the upcoming interim studies.

Bylaws Amendment

Members voted on by-laws change for Article III, Section 4 Voting Privileges that Doerr reviewed. This change would allow all active members to vote, including associate members. Corry Shevlin moved to approve the by-law change and Keith Lund seconded the motion.

2021-23 Board of Directors & Officer Elections

Doerr reviewed the following slate of nominees presented by the board: Brad Barth (President), Melissa Beach (Vice President), Nathan Schneider (Secretary/Treasurer), Teran Doerr (Past President), Brekka Kramer (At-Large), Corry Shevlin (At-Large), Ryan Jilek (At-Large), Justin Dever (Associate), and Justin Pearson (Associate). She asked for nominations from the floor.

Connie Ova moved the slate of nominees to be approved as presented. Dawn Mandt seconded the motion, and it passed. Barth recognized Marshall and Wenko for their service on the EDND Board and Doerr for her work as EDND president.

Other Business

N/A

Adjournment

Doerr adjourned the meeting at 8:24 a.m.

9:29 AM

09/04/24

Economic Development Association of North Dakota
Statement of Cash Flows
January through August 2024

	<u>Jan - Aug 24</u>
OPERATING ACTIVITIES	
Net Income	<u>30,025.59</u>
Net cash provided by Operating Activities	<u>30,025.59</u>
Net cash increase for period	30,025.59
Cash at beginning of period	<u>151,680.34</u>
Cash at end of period	<u><u>181,705.93</u></u>

Economic Development Association of North Dakota
Budget Report
 January through August 2024

09/04/24
 Cash Basis

	Jan - Aug 24	Budget	% of Budget
Ordinary Income/Expense			
Income			
4000 · Membership Dues			
4005 · Active Members	26,587.02		
4010 · Associate Members	20,922.15		
4000 · Membership Dues - Other	0.00	48,000.00	0.0%
Total 4000 · Membership Dues	47,509.17	48,000.00	99.0%
4100 · Conferences			
4105 · Spring Registrations	20,803.45		
4110 · Spring Sponsorships	43,572.90		
4125 · Fall Sponsorships	3,500.00		
4100 · Conferences - Other	0.00	55,000.00	0.0%
Total 4100 · Conferences	67,876.35	55,000.00	123.4%
4600 · Other Income			
4605 · Interest	279.75		
4610 · Miscellaneous Income	9.41		
4600 · Other Income - Other	0.00	350.00	0.0%
Total 4600 · Other Income	289.16	350.00	82.6%
4700 · Special Project	0.00	200.00	0.0%
Total Income	115,674.68	103,550.00	111.7%
Expense			
5000 · Professional Fees			
5005 · Administrative	22,282.32	33,423.50	66.7%
5007 · Legislative	21,526.96	32,290.50	66.7%
5010 · Accounting (CPA)/Legal Fees	0.00	500.00	0.0%
Total 5000 · Professional Fees	43,809.28	66,214.00	66.2%
5100 · Legislative Program	0.00	250.00	0.0%
5200 · Office Expenses			
5205 · Postage	186.34	500.00	37.3%
5210 · Copies and Printing	358.50	600.00	59.8%
5215 · Telephone	8.65	30.00	28.8%
5220 · Supplies	25.15	100.00	25.2%
5225 · Rent	1,560.00	2,340.00	66.7%
5230 · Miscellaneous	175.37	150.00	116.9%
Total 5200 · Office Expenses	2,314.01	3,720.00	62.2%
5300 · Other Expenses			
5305 · Meeting Expenses	152.54	500.00	30.5%
5310 · Conference Calls	0.00	250.00	0.0%
5315 · Dues and Subscriptions	50.00	600.00	8.3%
5320 · Website	0.00	750.00	0.0%
5325 · Marketing	0.00	500.00	0.0%
5330 · Miscellaneous	397.32	500.00	79.5%
Total 5300 · Other Expenses	599.86	3,100.00	19.4%
5400 · Spring Conference Expenses			
5405 · Copies/Printing	230.64		
5410 · Facility	6,570.00		
5415 · Meals, Breaks & Socials	15,223.09		
5420 · Buses	1,700.00		
5430 · Staff Travel	635.87		
5435 · Supplies	530.09		
5440 · Speakers/Travel	11,979.46		
5450 · Miscellaneous	416.04		
5400 · Spring Conference Expenses - Other	0.00	30,000.00	0.0%

9:29 AM
 09/04/24
 Cash Basis

Economic Development Association of North Dakota Budget Report January through August 2024

	<u>Jan - Aug 24</u>	<u>Budget</u>	<u>% of Budget</u>
Total 5400 · Spring Conference Expenses	37,285.19	30,000.00	124.3%
5500 · Fall Conference Expenses			
5505 · Copies/Printing	10.75		
5510 · Facility	500.00		
Total 5500 · Fall Conference Expenses	510.75		
5600 · Training Expenses	0.00	500.00	0.0%
5650 · Training Scholarships	0.00	1,000.00	0.0%
5700 · Sponsorships	0.00	500.00	0.0%
5800 · Awards	1,130.00	3,000.00	37.7%
5900 · Special Projects	0.00	1,000.00	0.0%
Total Expense	85,649.09	109,284.00	78.4%
Net Ordinary Income	30,025.59	-5,734.00	-523.6%
Net Income	30,025.59	-5,734.00	-523.6%

II. Strategic Plan Items – 2024 Work Plan

1

Goal One – Knowledge Sharing and Networking

Provide programs and activities that stimulate knowledge sharing and networking among economic development professionals.

- A. Hold Mentorship/Idea Exchange/Think Tank Calls
 - Implementing a schedule for regular calls that facilitates knowledge sharing and mentorship among members
 - Rotating the responsibility of call coordination and hosting among board members
- B. Host Spring and Fall Conference
 - Plan and organize two annual conferences, one in the spring and one in the fall, with high-quality speakers and networking opportunities
- C. Support Regional Group
 - Encourage, grow and support regional groups to enhance localized networking and knowledge sharing
 - Invite legislators to attend regional activities
 - Staff participation
- D. Website Updates
 - Regularly update and maintain the associations website to keep information relevant and accessible
 - Build out *About* section on website

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Goal Two – Advocacy and Lobbying

Represent North Dakota economic development interests in public policy matters and legislative affairs.

- A. Engage with Legislators and the Governor’s Office
 - Actively collaborate with legislators, partners, and the governor’s office to develop and advocate for policies that enhance North Dakota’s economy and quality of life. Monitor and update on 2023—2024 Interim Studies
- B. Community Success Stories
 - Highlight success stories within communities to create social buzz and connect with stakeholders and opinion leaders – distribute to legislators throughout next session
- C. Educate Legislators
 - Seek methods for educating legislators about the importance of economic development, including social events, lobby efforts and training sessions
 - Investigate/Create a Legislative Action Team (EDND members, past or present legislatures, etc.)
 - Develop a toolkit or informational package to outline economic impact of development incentives
 - Look into training sessions for new developers to improve their advocacy and communication skills
 - Identify legislative champions to help connect developers to policy

3

Goal Three – Association Leadership

Serve as the voice of the economic development community through outreach and association development activities.

- A. Membership Recruitment
 - Continue the recruitment plan to attract active (professional) members, with a focus on new upcoming professionals and small organizations
 - Research member management online platforms
- B. Grow Through Association Memberships
 - Expand the association’s membership base by offering associate memberships to other entities that support economic development
 - Expand contact list and mailing lists beyond membership
- C. Collaboration with Partners
 - Explore opportunities for collaboration with organizations like GNDC, League of Cities, Association of Counties and the Economic Development Foundation, especially in publications, conferences and meetings.
 - GNDC/AGC Legislative Social
 - League of Cities – attend conference
 - Commerce – Developer Day

D. Leadership Development

Encourage economic developers to apply for appointed positions and engage emerging leaders in association activities

- Research developing mentorship program

III. Conclusion

By applying its resources and energy to accomplish specific goals, an organization can be effective. At the conclusion of each year, the organization can measure its success in accomplishing its work plan, and if achievements have been made, new items can be added to the next year's work plan. By concentrating on a few well-designed goals each year, the organization can maximize its impact and ensure that its resources are used efficiently to benefit the economic development community in North Dakota.

2024-2025 BOARD OF DIRECTORS

President

- Teran Doerr
 - Bowman County Development Corporation

Vice President

- Melissa Beach
 - Minnkota Power Cooperative

Secretary/Treasurer

- Nathan Schneider
 - Bismarck-Mandan Chamber EDC

Past President

- N/A

Members-At-Large

- Corry Shevlin
 - Jamestown Stutsman Development Corporation
- Brekka Kramer
 - Minot Area Chamber EDC
- Ryan Jilek
 - Stark Development Corporation

Associate Members

- Justin Pearson
 - BNSF
- Justin Dever
 - MDU

