

Oakes Enhancement. Inc. (OEI)

Date: January 4, 2011

Place: Southeast Region Career and Technology Center

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Sitzler, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer

Guests:

Proxy Transfers:

Funding Forms:

Call to order.

ANNUAL MEETING

⇒ Secretary Report:

- o Correspondence:

⇒ Treasurer's Report: ()

- o CD at FCCU: needs action.

- o Real Estate Tax Statement

- Industrial Park lots 5 & 6: Increase in taxes of \$151.66 \$1397.82 up from \$1246.16
Vculek payment is \$1520.
- Housing Authority property: Block 2 lots 14 & 15 \$75.83 and Block 3 lots 11 to 13:
\$75.83

- o Gaming:

- Report: (sheet)

Business Items

⇒ CHI residential Lots:

⇒ Guests:

- o

⇒ Outstanding Loan updates

⇒ Community Development Director Report: Not available – family death

- o Projects

- o Rural Leadership

- BUMP:
- Other

- o Runnings Supply

- o Jay Harris

- o Logo/Welcome updates

Projects and information

⇒ Champion REAP Alliance Membership/DSLRA

⇒ Other

- Steve Voightman
- Street/Infrastructure updates
-

Adjournment.

Oakes Enhancement. Inc. (OEI)

Date: February 1, 2011

Place: Southeast Region Career and Technology Center

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Sitzler, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer

Guests:

Proxy Transfers:

Funding Forms:

Call to order.

ANNUAL MEETING

- ⇒ Date: Thursday, February 10, 2011
- ⇒ Time: 6:00 pm
- ⇒ Place: Angry Beaver Lodge
- ⇒ Today: Financial Review with PFS: Toni

- ⇒ Guests:

- ⇒ Secretary Report:
 - o Correspondence:
- ⇒ Treasurer's Report: ()
 - o **M O S O P**:
 - o Contract with PFS
 - o Retirement
 - o Funding request from Chamber for 125th Anniversary – and for 2011 in general
 - o Gaming:
 - Report: (sheet)

Business Items

- ⇒ JDA Updates: Dahlstrom
- ⇒ CHI residential Lots:
- ⇒ Update on Bethie's Place
- ⇒ Outstanding Loan updates
 - o Oakes Housing Authority
- ⇒ Community Development Director Report:
 - o Projects
 - o Rural Leadership
 - BUMP:
 - Other
 - o Runnings Supply
 - o Jay Harris
- o Logo/Welcome updates

Projects and information

- ⇒ Champion REAP Alliance Membership/DSLRA
- ⇒ Other
 - EAPC papers to sign.
 - Steve Voightman
 - Street/Infrastructure updates
 - Dustin Wagner – OSS request of JDA -- Update by Dahlstrom

Adjournment.

Oakes Enhancement. Inc. (OEI)

Date: March 1, 2011

Place: Southeast Region Career and Technology Center

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Sitzler, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer

Guests: Novak—BUMP

Proxy Transfers:

Funding Forms:

Call to order.

⇒ Guests:

- Quilted Blessings - BUMP

⇒ Annual Meeting

- Wrap up.

⇒ Secretary Report:

- Correspondence:

⇒ Treasurer's Report: ()

- **M(S)P:**

- CD investment at FCCU

- Credit Card

- Signature pages

- Gaming:

- Report: (sheet)

Business Items

⇒ JDA Updates

⇒ CHI residential Lots

⇒ Update on Bethie's Place

⇒ Outstanding Loan updates

⇒ Community Development Director Report:

- Projects

- See report.

○

Projects and information

⇒ Champion REAP Alliance Membership/DSLRA

⇒ Other

- Steve Voightman

- Street/Infrastructure updates

- OSS

Adjournment.

Oakes Enhancement. Inc. (OEI)

Date: April 5, 2011

Place: Southeast Region Career and Technology Center

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer

Guests: DECA Students, Novak's~~Quilted Blessings

Proxy Transfers:

Funding Forms:

Call to order.

⇒ Notes to cover:

- ⇒ Dahlstrom: BUMP loan financing -- Oakes Truck & Trailer
- ⇒ Dawson: Sale of Evergreen Lots
- ⇒ Dawson: City of Oakes – Baby Boomers
- ⇒ Heritage Insurance Policy
- ⇒ Water Commission Letter
- ⇒ Fargo Blood Services: Adding a blood drive and looking for sponsor.
 - June 6, 2011
 - Rob Miller: 800.917.4929

⇒ Guests:

- o DECA Students:
 - Request for funds to attend National DECA.
- o Quilted Blessings & Gifts: Novak's
 - Purchase of a long arm quilting machine

⇒ Secretary Report:

- o Correspondence:

⇒ Treasurer's Report: ()

- o **M(S)P:**

- o Gaming:
 - Report:

Business Items

⇒ JDA Updates

⇒ CHI residential Lots

- o Email update said CHI wanted to offer them for sale again this spring.

⇒ Bethie's Place: any updates

⇒ Community Development Director Report:

- o Written Report
- o

Projects and information

⇒ DSLRA: updates and projects

⇒ Other

- Steve Voightman
- Street/Infrastructure updates
- OSSI

Adjournment.

Oakes Enhancement. Inc. (OEI)

Date: May 3, 2011

Place: Southeast Region Career and Technology Center

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer

Guests: With Quandt

Proxy Transfers:

Funding Forms:

Call to order.

⇒ Tours of businesses

- Oakes Industries
- Quilted Blessings & Gifts
- Oakes Armory -- remodeled areas

⇒ Guests:

- Request to bring a guest from Quandt.
- Guest will be on the agenda anytime during the meeting – when they arrive.

⇒ Email voting to ratify.

- Insurance (4-25-11)
 - motion to accept the policy billing from Heritage with the \$500 deductible making payment by the due date (end of this week) to receive the discounted billing amount.
- Quilted Blessings (4-26-11)
 - "OEI to purchase a five-year time certificate in the amount of \$5000, to be pledged as security on a loan to Quilted Blessings & Gifts, Inc. for the five-year loan term. "-- Lending institution -- First State Bank
- Leased land to Vculek (4-28-11)
 - There is a motion by Jeff Forward and a second by Dale Skjefte to rent the designated acreage owned by OEI for \$110 per acre to Brian Vculek.

⇒ Request –

- Sponsorship at the Rodeo -- letter (golden paper)

⇒ Notes to cover:

- ⇒ Dahlstrom: Oakes Truck & Trailer
- ⇒ Dawson: City of Oakes – Baby Boomers

⇒ Secretary Report:

- Correspondence:

⇒ Treasurer's Report: ()

- **M () S () P:**

- Gaming:
 - Report:
 - Quarterly reviews completed.

Business Items

⇒ Harvest Inn

⇒ JDA Updates

⇒ CHI residential Lots

- Have these been listed again?

⇒ Community Development Director Report:

- Written Report (Green cover sheet)
-

Projects and information

⇒ DSLRA: updates and projects

⇒ Other

- Street/Infrastructure updates
- OSSI

Adjournment.

Oakes Enhancement. Inc. (OEI)

Date: June 7, 2011

Place: Harvest Inn Hotel

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer

Guests: Brad Breitbach

Proxy Transfers:

Funding Forms:

Call to order.

- ⇒ Guest: Brad Breitbach
 - Updates on progress to procure a new business for the Oshkosh plant.
- ⇒ Notes to cover:
 - ⇒ Financial Status of OEI and availability of funds for upcoming projects
 - ⇒ Quote from EAPC - repairs
- ⇒ Secretary Report:
 - Minutes **M(S)P:**
 - Correspondence:
- ⇒ Treasurer's Report: (golden sheet)
 - **M(S)P:**
 - Gaming:
 - **Raise for Steuck -- Extra time due to the amount of gaming being done.**
 - Report:
 - Camera purchase by Ulmer

Business Items

- ⇒ Harvest Inn
- ⇒ JDA Updates
- ⇒ Evergreen Lots
 - Bid offer accepted.
 - Terms – abstracts, etc....
- ⇒ Community Development Director Report:
 - Written Report (green cover sheet)
 - Items for reimbursement

Adjournment

Oakes Enhancement. Inc. (OEI)

Date: July 5, 2011

Place: SRCTC

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer

Guests:

Proxy Transfers:

Funding Forms:

Call to order.

⇒ Guest: Stephen Quandt

⇒ Secretary Report:

- o Minutes **M () S () P: to accept the minutes and notes from the meetings: June meetings.**
- o Correspondence: Thank you from Bear Creek Roughriders

⇒ Treasurer's Report: ()

- o **M () S () P: to approve the treasurer's report.**
- o Signing on checks greater than \$1000 not requiring two signatures if it is a recurring/approved expense. (director payment, insurance, Ptacek Financial)
- o Gaming:
 - Camera purchase by Ulmer – no further updates

⇒

Business Items

⇒ Community Development Director Report:

- o Written Report (salmon colored sheet)
 - Reference report
- o BUMP
 - Sweets 'N Stories:
 - Dickey County Historical Society

⇒ Bright Beginning: Quandt

⇒ Bleachers: Quandt

⇒ Harvest Inn

- o Open for business

⇒ JDA Updates

⇒ Evergreen Lots

- o Work on the boundary survey
- o

⇒ Wind tower repairs

⇒ Meeting location

⇒ Other

⇒ Adjournment

Oakes Enhancement. Inc. (OEI)

Date: August 2, 2011

Place: SRCTC

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer

Guests: FFA: Spellerberg

Proxy Transfers:

Funding Forms:

Call to order.

⇒ Guest: Dan Spellerberg

⇒ Secretary Report:

o Minutes – motion to accept.

⇒ Treasurer's Report: ()

o Report – motion to accept.

o Gaming:

• Report

• Steuck is working on job description and what she would like to include.

• Location of gaming cameras

⇒

Business Items

⇒ Oshkosh

⇒ Community Development Director Report:

o Written Report ()

• Reference report

o BUMP

⇒ Eagle Scout Project: Stephen Quandt

⇒ Bright Beginning:

⇒ Bleachers:

⇒ Harvest Inn

⇒ JDA Updates

⇒ Evergreen Lots

o Check received.

⇒ Wind tower repairs

⇒ Other

⇒ Adjournment

Oakes Enhancement. Inc. (OEI)

Date: September 6, 2011

Place: SRCTC

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer

Guests:

Proxy Transfers:

Funding Forms:

Call to order.

Contract with the City – Community Development Director

Lee Ruhn

Larry Engel

Development Director Finance Class in Jamestown (SCDRC)

The National Development Council's Economic Development Finance Professional (EDFP) Certification Program is coming to North Dakota!

This is a rigorous and comprehensive training series designed solely for economic development practitioners. Participants learn the tools and techniques of the trade to build the capacity they need to successfully create jobs and translate economic development opportunities into results for their communities. Topics include business credit and real estate finance analysis, loan packaging, negotiating, problem solving, deal structuring and more!

Course Schedule

[ED101 – Economic Development Finance](#) October 17-21, 2011

Tuition

\$1,150 per course. Register 30 days before the start of any course and save 10%!

Registration

Register online at www.nationaldevelopmentcouncil.org.

Training Location

Quality Inn Jamestown
507 25th Street Southwest
Jamestown, ND 58401
ph:701.252.3611

⇒ Secretary Report:

- o Minutes – motion to accept.

⇒ Treasurer's Report: ()

- o Report – motion to accept.
- o Gaming:
 - Report
 - Steuck is working on job description and what she would like to include.

⇒

Business Items

⇒ Community Development Director Report:

- o Unable to attend the meeting.

- ⇒ Bright Beginning:
 - Any follow up on the loan -- terms?
- ⇒ Bleachers:
- ⇒ Harvest Inn
- ⇒ Oshkosh
- ⇒ JDA Updates
- ⇒ Wind tower repairs
- ⇒ Other
- ⇒ Adjournment

Oakes Enhancement. Inc. (OEI)

Date: October 4, 2011

Place: SRCTC

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer,

Guests: Rosendahl, Ptacek

Proxy Transfers:

Funding Forms:

Call to order.

Immediate Business:

Guest: Dana Rosendahl – General Irrigation

Guest: Trenton Ptacek

EAPC: Contract

⇒ Secretary Report:

- o Minutes – motion to accept.

⇒ Treasurer's Report: ()

- o Report – motion to accept.

- o Contract with the City: Community Development Director

- o Gaming:

 - Report

 - Steuck job description

Business Items

⇒ **EAPC contract!!**

⇒ Harris Machine

⇒ Lee Ruhn Project -- Storm Shelter

⇒ JDA Updates

⇒ Wind tower repairs

⇒ Area road improvements, needs, progress.

⇒ Portable Bleachers

⇒ Other

⇒ Adjournment

Oakes Enhancement. Inc. (OEI)

Date: November 1, 2011

Place: SRCTC

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer,

Guests: I have not heard of any

Proxy Transfers:

Funding Forms:

Call to order.

⇒ Secretary Report:

- o Minutes – motion to receive and file.

⇒ Treasurer's Report: ()

- o Report – motion to receive and file.
- o Meeting with PFS:
 - Collateral CD's set up in Quick Books accurately
 - Footnotes will be added to year end reports: liabilities on interest buydowns.
- o Gaming:
 - Report: new laws allow for more \$\$ to stay local
 - 5 Games at office to be reviewed.

Development Director

- ⇒ BRIE Survey Results
- ⇒ Bleacher status
- ⇒ Review of the BUMP Program
- ⇒ Red River Corridor

Business Items

- ⇒ General Irrigation
- ⇒ Harris Machine
- ⇒ Lee Ruhn Project -- Storm Shelter
- ⇒ JDA Updates
- ⇒ Wind tower repairs
- ⇒ Area road improvements, needs, progress.
- ⇒ Portable Bleachers
- ⇒ Other: Updates – Prairie Printing
- ⇒ Adjournment

Oakes Enhancement. Inc. (OEI)

Date: December 6, 2011

Place: SRCTC

Time: 4:00 PM

Directors: Skjefte, Hoelscher, Haring, Quandt, Schnell, Schmaltz, Dahlstrom
Dawson, Forward, Zimmer, Ulmer,

Guests: I have not heard of any – no information received

Proxy Transfers:

Funding Forms:

Call to order.

December items:

⇒ **Board Terms**

⇒ **Annual Meeting**

⇒ Secretary Report:

- o Minutes – motion to receive and file.

⇒ Treasurer's Report: ()

- o Report – motion to receive and file.
- o **CD due -- need a vote.**
- o Gaming:
 - October was a record month.

Development Director

⇒ Bleacher status

⇒ Review of the BUMP Program

Business Items

⇒ General Irrigation

⇒ Harris Machine

⇒ JDA Updates

⇒ Wind tower repairs

⇒ Other

⇒ Adjournment

