



# Great Northern Development Corporation

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## GNDC Board Minutes April 20, 2017

Executive Board Members Present: Mona Amundson      Jim Moos      Sonya Southland

Board Members Present:      TeAra Bilbruck      Peggy Nerud      Tara Thoeny  
   Stacey Amundson      Natasha Knowlton      Rodney Miller  
   Haven Gourneau      Mike Downs      Teddy Robertson  
   Gary Macdonald      Tina Speed

GNDC Staff Present:      Tori Matejovsky, Executive Director      Mark Sansaver, Financial Officer  
   Kelcie Bates, Loan Officer      Brittany Deavila, Office Assistant  
   Brianna Vine, Housing Specialist      Shandy Hanks, SBDC Director

Guests:      Gordon Oelkers      Duane Nygaard

### I. Call Meeting to Order

- a. Past President Mona Amundson called the meeting to order at 11:37 am on April 20, 2017

### II. Changes to Agenda

- a. There were no changes to the agenda.

### III. Minutes of Previous Executive Board Meeting – January 26, 2017

- a. Teddy Robertson made a motion to approve the minutes of the January 26, 2017 Quarterly Board meeting. Haven Gourneau seconded the motion and it carried.

### IV. SBDC Director Introduction

- a. Ms. Shandy Hanks was selected as the new SBDC Director. Her first day at GNDC was March 27<sup>th</sup>. She will be conducting outreach to businesses and partners in each of the GNDC Counties. She is also participating in training to become a certified small business advisor.

### V. Reports

#### a. Financial Reports

- i. YTD Financials were presented by the Executive Director and reviewed by the board – please see attached report for financial notes and narrative.
- ii. Gary Macdonald made a motion to approve the financials. Jim Moos seconded the motion and it carried.

- b. **Executive Director Report** – Please see attached report for additional information on project activities for the period of January 1, 2017 – March 31, 2017.

- **NABA/Financial Literacy Workshop** - Mark Sansaver has gotten the Native American Business Advisor program up and running full steam. GNDC has contracted with the Fort Peck Tribes to offer training and business advising to Native American entrepreneurs through a new program provided by the Montana Department of Commerce. Mark had a successful financial literacy workshop last month, and is working to schedule a few more trainings this spring.
- **NeighborWorks** - GNDC was selected to be a part of the NeighborWorks Montana Network to provide homebuyer education counseling and classes. Brianna Vine will be going through training to be certified to offer those classes in the near future. We will keep everyone updated on that as we get closer to being able to set up a schedule and market these new services.
- **Board Training** - I am working on scheduling a board training/retreat for sometime this summer/fall. We have a few new board members, and as GNDC begins offering new programs and services, it would be beneficial to have some dedicated time to remind ourselves of the roles and responsibilities of the Board. As I get some possible dates pinned down, I will be in touch with each of you to gauge availability and hopefully get something scheduled in the next six months.

**VI. Business**

- Annual Meeting** - the GNDC Annual Meeting is normally scheduled for the third Thursday in July. GNDC staff are requesting that the Annual Meeting be moved to October this year. GNDC’s fiscal year ends June 30<sup>th</sup>, and our audit typically doesn’t occur until early October. By moving the Annual Meeting to October, staff would have time to focus on the audit, provide at least a draft of the financials for the previous fiscal year, and have a final report of the previous year’s activities. Article VIII of the GNDC by-laws state that “the annual meeting be held the 3<sup>rd</sup> Thursday in July, or at such other time or place as may be designated by the Board of Directors”.
- Mike Downs made a motion to amend Article VIII of the GNDC by-laws to state the GNDC Annual Meeting to the Third Thursday in October, or at such other time or place as may be designated by the Board of Directors”. There was no discussion. Peggy Nerud seconded the motion and it carried.

**VII. Comprehensive Economic Development Strategy (CEDS) Mini-SWOT** – Please see attached notes from group breakout sessions.

**VIII. Adjourn**

- Teddy Robertson made a motion to adjourn the meeting. Mike Downs seconded the motion and it carried. The meeting was adjourned at 12:26 pm.

_____	_____
President or Presiding Officer	Date
_____	_____
Attest	Date

Next Executive Board Meeting: May 18, 2017 at 11:30 am, GNDC/Conference Call  
 Summer Quarterly Board Meeting: July 20, 2017 at 11:30 am, TBD