

# Minutes

## Regular Meeting Thursday, March 13, 2008

3:45 p.m. (or immediately after close of the public hearing)  
Lake Melissa Room, Human Services Building  
Detroit Lakes, MN

<b>Meeting called by:</b>	Gerald Schram
<b>Type of meeting:</b>	Regular Meeting
<b>Attendees:</b>	Harry Salminen, Karen Mulari, Gerald Schram, Paul Joyce, Dan Aune, Terry Johnson Staff present: G Fischer, C Markuson, Shawn Olson Others Present: B Jacobson (Carlson Highland)
<b>Board Members Absent:</b>	Mike Metelak

### Agenda topics

- 1) Call Regular Meeting to order:** G Schram called the regular meeting to order at 3:42 pm.
- 2) Approval of Regular Meeting Agenda:** Staff requested adding *Permanent Supportive Housing* to the proposed Agenda. **Motion** and second to approve the meeting agenda with the addition of *Permanent Supportive Housing* (P Joyce, K Mulari), carried with H Salminen opposing.\*
- 3) Approval of Minutes from the February 14, 2008 Regular Meeting:** **Motion** and second to approve the Minutes of the February 14, 2008 meeting as presented (P Joyce, K Mulari), carried.
- 4) 2007 Financial Audit Presentation – Brian Jacobson, CPA, Carlson Highland:** B Jacobson reviewed the items as detailed in their Management Letter, which included required communications to the EDA Board of Directors. Discussion followed. **Motion** and second to acknowledge the financial statement audit report presented by B Jacobson of Carlson Highland (H Salminen, K Mulari), carried.
- 5) Monthly Financial Report:** The written report was presented by staff. **Motion** and second to accept the monthly financial report (H Salminen, K Mulari), carried.
- 6) Permanent Supportive Housing:** Staff noted that MHFA requires the original borrowing resolution be signed by the (new) EDA Board President and that the Secretary's certification of the organizational documents be within 90 days of the loan closing. No action taken for the Permanent Supportive Housing project. It was noted that the topic listed for this Agenda item was in error. **Motion** and second to add *Borrowing Resolution for the Highway 34/Willow Group Homes* to the Agenda (H Salminen, K Mulari), carried. Staff presented Resolution 03-13-2008-A, the Certified Corporate Resolution and the Bylaw Certification. **Motion** and second to approve Resolution No. 03-13-2008-A and authorize the Secretary to sign the Certification and documents (K Mulari, H Salminen), carried.

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\*Per Robert's Rules of Order: When an original motion has been adopted by the majority, it, or practically the same motion, cannot be again brought before the assembly at the same session, except by a motion to reconsider or to rescind the original vote.

- 7) **Monthly Economic Development Update Report:** G Fischer distributed a written update report and briefed the Board on a variety of area activities. Discussion followed. **Motion** and second to accept Guy's report (H Salminen, D Aune), carried.
- 8) **2008 Agency Plan:** Staff requested Board approval of the 2008 Agency Plan. **Motion** and second to approve the 2008 Agency Plan (H Salminen, P Joyce), carried. **Motion** and second to authorize the signing of documents as appropriate and submitting them to HUD as required (H Salminen, P Joyce), carried.
- 9) **Monthly Housing Update Report:** The Board's attention was directed to the written update report. **Motion** and second to accept the report as offered in writing (K Mulari, H Salminen), carried.
- 10) **EDA Board – Open Forum:** There being no further business to be brought before the Board,
- 11) **Adjourn:** **Motion** and second to adjourn the meeting at 4:42 p.m. (T Johnson, P Joyce), carried.

ATTEST:

Respectfully submitted:

/s/ Jon Thomsen  
Housing Director

/s/ Gerald Schram  
EDA Board President