

**MINUTES OF THE MANTORVILLE  
ECONOMIC DEVELOPMENT AUTHORITY (EDA)  
April 2, 2024  
Meeting Minutes 6:30 P.M.  
Annual Meeting**

1. **Call to Order** The meeting was called to order by Hindal at 6:32 pm. Board members present: Hindal, Bradford, Hemker, Stafford, Soland, Ingalls. Also present: CEDA Representatives, Laura Qualey and Will Giesen.
2. **Approval of Meeting Minutes** The February 6, 2024 Minutes were approved, there was not a meeting in March.. Motion to approve by Stafford and seconded by Hemker. Unanimously approved.
3. **Financial Report** February & March 2024 Financials were reviewed with no questions. Motion to approve financial reports by Ingalls; seconded by Soland. Unanimously approved.

There were no funding requests to review or approve.

4. **Annual Business** April is the Annual Meeting for the EDA
  - A. **EDA Terms** Soland and Stafford's terms were up at the end of March and both agreed to another six year term; Motion by Bradford; second by Ingalls to accept their commitment to the position for another six years. Soland and Stafford abstained from the vote; motion passed with a 4-0-2 vote. Terms will end March 2030

Hemker announced her resignation after serving seven years on the board due to a new job and other commitments. Stafford begrudgingly accepted the resignation; Hindal seconded; motioned passed with a 5-1 vote; Bradford voted nay.

- B. **Appointment of Officers** All positions remained the same with the exception of Secretary which was held by Hemker. Qualey stated that the Bylaws cite the role of Secretary may be held by someone other than a Commissioner; therefore Qualey asked the Mayor if the Asst. City Clerk has capacity to transcribe the EDA recording if supplied with the notes from the meeting. Mayor Bradford will verify this otherwise, the CEDA Rep will be listed as the Secretary.

Nominations and motions were as follows:

- **Chairperson** nomination was Hindal; motion by Ingalls; second by Soland; unanimously passed
- **VP** nomination was Bradford; motion by Hindal; second by Stafford; unanimous vote to approve
- **Treasurer** nomination was Stafford; motion by Hindal; second by Ingalls; unanimous vote to approve.
- **Secretary** nomination was CEDA Representative with assistance by Asst. City Clerk; motion by Ingalls; second by Soland; unanimous vote.

Qualey mentioned that with Hemker leaving that leaves two seats open on the EDA. One seat has remained vacant for quite some time and the board should either consider amending the bylaws from a seven member board to a five if they have a

hard time finding committee members. Bradford mentioned that there are a couple of candidates interested he will touch base with before the next meeting.

- C. **Update Contact Information** Qualey asked Commissioners to review and update their contact information.
5. **New Business/Old Business**
- A. **Hwy 57 Marketing Plan Update** Qualey gave an overview presentation of the marketing collateral and packet that will be distributed to the businesses to assist with the road construction project and also the marketing campaign that will occur beginning in May.
  - B. **Grant Updates**
    - i. **SEMAC GRANT** submitted for the Larger Than Life Exhibit for \$5000; have not heard back from them yet.
  - C. **CEDA Updates** Will Giesen was introduced as the new Mantorville CEDA Representative and will be taking over for Laura Qualey as of May 1st.
  - D. **SIGNERS FOR EDA** Per the Auditors and City Clerk the EDA needs to pass a resolution identifying the signers for the 2024 fiscal year. Resolution 2024-01 motion to approve by Ingalls; seconded by Soland; unanimously approved.
6. **Adjourn** Motion to adjourn meeting by Ingalls, second by Soland. Motion approved and meeting adjourned at 7:28 p.m.

**Next meeting is scheduled for Tuesday, May 7 at 6:30 p.m.**

Respectfully submitted by Laura Qualey