

Tea Economic Development Corporation
January 18, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Janelle Boots, Scott Gerdes, Chad Jacobs and Chris Lane. Director Jenni White, council member Todd Boots, business members Jason Melcher (True Value) and Jeremy Keizer (Reliabank) were also present. Board members Jon Powell, Kyle Svanda and Lynda Cook were absent.

Aaron and Kelly from the Retail Coach gave a video conference presentation regarding their company. A lengthy discussion took place. Motion by Janelle Boots, seconded by Mel Zelmer to hire Retail Coach and authorize President Wayne Larsen to sign the contract. All members voted Aye. Jenni will talk with Aaron to clarify a few details regarding an official start date.

Motion by Scott Gerdes, seconded by Chad Jacobs to approve the December 2010 minutes. All members voted Aye.

Motion by Mel Zelmer, seconded by Chad Jacobs to approve the January financial report. All members voted Aye.

It was decided at the last meeting TEDC would contribute \$2500 to the new community guide to offset the ad prices for businesses. By doing this, it would reduce the ad prices between \$25 and \$100, depending on the ad size. It was the consensus of the board to go ahead with the reduced ad prices and pay the \$2500.

The next meeting will be held on Tuesday, February 8th at 6 pm.

Motion by Chris Lane, seconded by Chad Jacobs to adjourn the meeting at 8:16 pm. All members voted Aye.

Tea Economic Development Corporation
February 15, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Janelle Boots, Lynda Cook, Kyle Svanda, and Chad Jacobs. Director Jenni White, business member Jeremy Keizer (Reliabank) were also present. Board members Jon Powell, Scott Gerdes and Chris Lane were absent.

Kelly Cofer from the Retail Coach was present to conduct the kick off meeting. With their first trip to Tea, they surveyed the Tea community and surrounding communities. A community survey will be released within the next month. Their next visit will be in April to meet with additional business owners, developers and so on.

Motion by Scott Gerdes, seconded by Chad Jacobs to approve the January 2011 minutes. All members voted Aye.

Motion by Lynda Cook, seconded by Chad Jacobs to approve the February financial report. All members voted Aye.

The owner of the proposed drive in movie theatre just outside of Tea is requesting a letter of support from TEDC stating the additional business that it could bring into Tea. A letter will be drafted and emailed to board members to approve the wording.

The next meeting will be held on Tuesday, March 8th at 6 pm.

Motion by Chad Jacobs, seconded by Mel Zelmer to adjourn the meeting at 7:21 pm. All members voted Aye.

Tea Economic Development Corporation
March 8, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Janelle Boots, Kyle Svanda and Jon Powell. Director Jenni White and City Council member Todd Boots were also present. Board members Scott Gerdes, Chris Lane, Lynda Cook and Chad Jacobs were absent.

Motion by Mel Zelmer, seconded by Janelle Boots to approve the February 2011 minutes. All members voted Aye.

Motion by Jon Powell, seconded by Janelle Boots to approve the March financial report. All members voted Aye.

The Retail Coach is conducting a survey for Tea community members to obtain information. Motion by Mel Zelmer, seconded by Jon Powell to purchase four \$50 gift certificates for a drawing for those we complete the survey with and email address. All members voted Aye.

Todd Boots spoke about the Home Builders campaign, Buy Now Build Now. More information will be obtained before a final decision is made to sponsor the campaign.

Spring Social will be held on Tuesday, April 12 starting at 5 pm at Tea Sport's Page.

Motion by Janelle Boots, seconded by Jon Powel to adjourn the meeting. All members voted Aye.

Tea Economic Development Corporation
May 10, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chris Lane, Janelle Boots, Lynda Cook and Jon Powell. Director Jenni White, member Travis from Pizza Ranch and City Council member Todd Boots were also present. Board members Scott Gerdes, Kyle Svanda and Chad Jacobs were absent.

Motion by Chris Lane, seconded by Janelle Boots to approve the March 2011 minutes. All members voted Aye.

Motion by Jon Powell, seconded by Lynda Cook to approve the April & May financial report. All members voted Aye.

The TEDC ad for the community guide was discussed. Changes will be made. The community guide will be placed within the Tea Weekly newspaper on June 3. This paper is a free issue and will be mailed out to the entire Tea community.

A brief update was given regarding the Retail Coach. Concerns were brought up regarding their last visit the end of April and scheduled meetings with business owners/developers. The contact list that Jenni submitted to the Retail Coach will be reviewed and followed up with.

Tour De Kota will be coming thru Tea as a water stop on June 10. TEDC will be providing beverages and a few snacks for riders at City Hall.

Mel Zelmer brought up the discussion again regarding TEDC being a sponsor of the Home Builder's campaign, Buy Now Build Now. It previously was the consensus of the board not to be a sponsor due to the lack of exposure the campaign provided and our other projects currently underway. Mel would like to see TEDC support the campaign and stressed its importance. Motion by Mel, seconded by Travis/Pizza Ranch to sponsor the campaign for \$1000.00. Members Mel, Wayne, Jon Powell, Lynda, Janelle and Travis voted AYE. Member Chris Lane voted NO. Motion carried.

Teapot Days is Saturday, June 18.

Participants that filled out the community survey and submitted an email address have a chance to win a \$50 gift certificate to a local Tea Business. Four participants were chosen and will be contacted.

Motion by Janelle Boots, seconded by Jon Powell to adjourn the meeting at 6:53 pm. All members voted Aye.

Tea Economic Development Corporation
June 14, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Scott Gerdes, Chad Jacobs, Chris Lane, Janelle Boots, Lynda Cook and Jon Powell. Director Jenni White, member/City Council member Todd Boots and City Council member Herman Otten were also present. Board member Kyle Svanda was absent.

Motion by Chris Lane, seconded by Scott Gerdes to approve the May 2011 minutes. All members voted Aye.

Motion by Mel Zelmer, seconded by Jon Powell to approve the June 2011 financial report. All members voted Aye.

The new community guide was discussed. Guides have been distributed to local businesses and was included within the free publication of the Tea Weekly on June 3 which was mailed to those with a Tea address. After this, only a few guides are left. Jenni will obtain prices to print additional guides.

The Retail Coach will be emailing the Tea community survey results this week. These results will be emailed to TEDC members and posted on our website. A conference call will take place next meeting with the Retail Coach regarding an update on their progress and for us to ask any additional questions.

In other business, Teapot Days is June 18. The payment for the Buy Now Build Now campaign has been submitted. The City of Tea logo should be placed on the website soon. Any new events or ideas for information to be placed on the digital sign can be given to Jenni.

Motion by Scott Gerdes, seconded by Lynda Cook to adjourn the meeting at 6:30 pm. All members voted Aye.

Tea Economic Development Corporation
July 12, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chad Jacobs, Kyle Svanda, Janelle Boots. Director Jenni White, member/City Council member Todd Boots and member/City Council member Herman Otten were also present. Board members Scott Gerdes, Chris Lane, Lynda Cook and Jon Powell were absent.

Motion by Janelle Boots, seconded by Chad Jacobs to approve the June 2011 minutes. All members voted Aye.

Motion by Mel Zelmer, seconded by Jon Powell to approve the July 2011 financial report. All members voted Aye.

A conference call with Aaron Farmer from The Retail Coach was held. Aaron went through the progress The Retail Coach has made. Other print materials will be worked on.

The 2011 to date budget was reviewed. The 2012 budget will be looked at next meeting. Ideas for 2012 budget items should be brought to the meeting.

In other business, additional guides were ordered and will be in shortly. A representative from the Tea Food Bank mentioned an idea of TEDC holding a picnic to raise money for the food bank. As this is a good idea, TEDC feels this could be something for another organization to host.

Motion by Mel Zelmer, seconded by Chad Jacobs to adjourn the meeting at 6:30 pm. All members voted Aye.

Tea Economic Development Corporation
August 9, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chad Jacob, Janelle Boots and Lynda Cook. Director Jenni White and member/City Council member Todd Boots were also present. Board members Scott Gerdes, Kyle Svanda, Chris Lane and Jon Powell were absent.

The 2012 budget was discussed.

Motion by Janelle Boots, seconded by Mel Zelmer to approve the July 2011 minutes. All members voted Aye.

Motion by Mel Zelmer, seconded by Chad Jacobs to approve the August 2011 financial report. All members voted Aye.

In other business, Tea Realty/Beauty Nook Open House will be on Friday, August 12. Additional guides are in, they have been dispersed to area businesses. More information will be obtained regarding a Tea gift card for next meeting.

Motion by Mel Zelmer, seconded by Chad Jacobs to adjourn the meeting at 7:05 pm. All members voted Aye.

Tea Economic Development Corporation
September 13, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Mel Zelmer, Wayne Larsen, Chad Jacob, Janelle Boots, Lynda Cook, Scott Gerdes, Kyle Svanda, Chris Lane and Jon Powell. Director Jenni White and TEDC Members Todd Boots, Herman Otten and Jeremy Keizer were also present.

Kevin from Business Cents was present to discuss a Tea gift card. Other options were also looked at.

Motion by Cook, seconded by Svanda to approve the August 2011 minutes. All members voted Aye.

Motion by Gerdes, seconded by Boots to approve the September 2011 financial report. All members voted Aye.

A recap of the 2012 budget was given.

Date options for the annual banquet were discussed. The Tea Area School District calendar will be looked at to not conflict with fall concert dates.

A new business club or networking organization was discussed. There is interested within TEDC board members and other Tea Area businesses to join a group like this. Lynda Cook, Jon Powell and Brett Waltner will look into more details.

Motion by Jacobs, seconded by Lane to adjourn the meeting at 7:07 pm. All members voted Aye.

Tea Economic Development Corporation
October 11, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Wayne Larsen, Chad Jacob, Janelle Boots, Lynda Cook, Scott Gerdes, Chris Lane and Jon Powell. Director Jenni White and TEDC Members Todd Boots and Brett Waltner were also present. Kyle Svanda & Mel Zelmer were absent.

Motion by Gerdes, seconded by Jacobs to approve the September 2011 minutes. All members voted Aye.

Motion by Lane, seconded by Jacobs to approve the October 2011 financial report. All members voted Aye.

Tea gift certificates were discussed. It was the consensus of the board not to do a gift card due to the transaction fees and high start up costs associated with it. Using gift certificates with no transaction fees would be more practical for all businesses to accept. Motion by Cook, seconded by Gerdes to implement Tea gift certificates. All members voted AYE.

Tea information packets were mailed out to businesses from the Retail Coach recruitment list and several others.

The TEDC Annual Banquet is set for Tuesday, November 29 at the Tea Events Hall with the social at 6:00 pm, dinner at 7:00 pm and the program to start at 7:30 pm. There will be no guest speaker this year, the focus will be put more on Tea information.

Chad Jacobs spoke regarding new ideas Tea could implement to better brand itself. He also spoke regarding board members needing to be more involved/active. Board members are to bring sub-committee ideas to the next meeting to start implementing in 2012.

Membership dues were looked at. Instead of raising dues, board members are going to recruit additional business members to TEDC. A list of potential recruits will be emailed out for everyone to pick a few businesses to contact.

Motion by Boots, seconded by Lane to adjourn the meeting at 7:34 pm. All members voted Aye.

Tea Economic Development Corporation
November 8, 2011
Minutes

The regular meeting was called to order at 6:00 pm with the following board members present: Wayne Larsen, Lynda Cook, Chris Lane Kyle Svanda, Mel Zelmer and Jon Powell. Director Jenni White and TEDC Members Todd Boots and Brett Waltner were also present. Members Janelle Boots, Chad Jacobs and Scott Gerdes were absent.

Motion by Lane, seconded by Svanda to approve the consent agenda. All members voted Aye.

Several ideas for different sub committees were discussed. It was decided to have the following committees: events, membership, promotion, budget/financing/liaison, and new ideas/education. Wayne, Lynda, Mel and Jenni will finalize the descriptions. A sheet will be posted at the annual banquet for business members to sign up and get more involved.

The design of the Tea Bucks was discussed.

Brett Waltner, Jeremy Kiezer and Travis Green are interested to serve a board position. Election will take place at the annual banquet.

The annual banquet will be held on Tuesday, November 29th, 2011 at the Tea Steak House Events Hall. Social will begin at 6 pm, opening and dinner at 7:00 pm with the program starting at 7:30 pm. Mayor John Lawler, President Wayne Larsen and Director Jenni White will speak.

In the Directors report, renewal invoices and new member letters will be mailed out in December. The program, annual report and slideshow will be worked on for the annual banquet. A coaching plan will be put together by Retail Coach. Tea Bucks will be finalized.

Motion by Lane, seconded by Powell to adjourn the meeting at 7:00 pm. All members voted Aye.

Tea Economic Development Corporation
November 29, 2011
Annual Meeting
Minutes

The Annual Meeting was called to order at 7:30 pm with the following board members present: Mel Zelmer, Wayne Larsen, Janelle Boots, Scott Gerdes, Chris Lane, Chad Jacobs, Kyle Svanda, Jon Powell and Lynda Cook. Director Jenni White and business members were also present.

Speakers were John Lawler, Wayne Larsen and Jenni White.

The election of officers took place. Janelle Boots, Chris Lane and Scott Gerdes are ending their terms. Current board member Jon Powell would like to service an additional term. Brett Waltner, Jeremy Kiezer and Travis Green would like to be on the board. President Wayne Larsen opened the floor for nominations. Motion by Todd Boots, Citywide Insulation, seconded by Scott Gerdes to approve the following slate of officers: Jon Powell, Travis Green, Brett Waltner and Jeremy Kiezer. All members voted Aye. Motion by Otto Hagedorn, Lakota Events Hall, seconded by Todd Boots, Citywide Insulation to seize nominations and cast an unanimous ballot for the approve slate of officers. All members voted Aye.

The meeting was adjourned at 8:30 pm.