

Board Members Present: Christie Nakano, Larry Dolhof, Shellie Marks, Tim Petersen, Eric Virkler(virtual), Mick Lehman, Mike Bradish, Eric Sunderhaft, Terry Thisse and Jessica Clemons

Absent: Tyler McDonald

Others present: Cheyenne Steria, Jenna Lauraine, Brittany Davis, Ian Gilbert, Liz Bush (Bowers & Co) & Janelle Tuper (Bowers & Co)

- I. **Call to Order** – Meeting called to order by Chairman Petersen at 10:02am
- II. **Privilege of the Floor**
 - a. Liz Bush and Janelle Tuper with Bowers and Company CPAs presented the **LCDC Audit Report** to the LCDC Board. The communication letter provided with the report included material journal entries that included depreciation and the Tug Hill Vineyards equipment release. Bowers & Co also included a management letter that recommended issuing IRS 1099 forms when appropriate.
- III. **Annual Organizational Items**
 - a. A motion to **approve the LCDC Audit Report** as presented by Bowers and Company CPAs was made by Mike Bradish seconded by Terry Thisse. All present were in favor and motion carried.
 - b. The board reviewed **LCDC Bylaws** with edits and suggestions after legal review from Ian Gilbert. Ian Gilbert reviewed the suggestions with the board and noted changes.
 - i. Removing housing and education language from the mission statement, but adding two bullet points to under asset development:
 1. *To relieve and reduce unemployment and work towards the maintenance of job opportunities for Lewis County residents.*
 2. *To carry out and participate in the research and study of local economic conditions in support of the other objections of the Corporation.*
 - ii. Additional indemnification language was added.
 - iii. Ian Gilbert noted that there were no substantial changes other than ensuring compliance. Staff will accept changes and distribute for review and approval at our next board meeting.
 - c. Staff distributed **ABO Forms for Acknowledgment of Fiduciary Duties and Board of Directors Evaluation.**
- IV. **Board Member Re-appointments**
 - a. Although terms do not technically expire until June 2022, we would like to get appointments on our annual meeting schedule in March. A motion to **reappoint board members Tyler McDonald, Eric Virkler and Larry Dolhof** for three-year terms was made by Mick Lehman

seconded by Christie Nakano. All present were in favor and motion carried.

V. Election of Officers

- a. Staff clarified that since Tim Petersen was elected President of the board mid-term, if re-elected it would be considered his first term. Tim Petersen was nominated by Larry Dolhof and seconded by Mike Bradish. A motion was made to close nominations was made by Larry Dolhof and seconded by Mick Lehman. All present were in favor and motion carried. **Tim Petersen is elected LCDC president** for a two-year term, March 2022 – March 2024.
- b. Eric Virkler currently is serving his first term as LCDC Secretary. Eric Virkler was nominated to serve a second term by Larry Dolhof and seconded by Mick Lehman. A motion to close nominations was made by Larry Dolhof and seconded by Terry Thisse. All present were in favor and motion carried. **Eric Virkler is elected LCDC Secretary** for his 2nd Term, March 2022 – March 2024.

VI. Adjournment

- a. A motion to adjourn was made at 10:51am by Mick Lehman and seconded by Shellie Marks. Motion carried.

Respectfully submitted,



Eric Virkler
LCDC Secretary