**Beartooth RC&D Area, Inc.   
Board of Director’s Meeting Agenda**

**1:00 P.M. – Thursday, November 19th, 2020**

**Zoom Virtual Meeting**

Present:

Joel Bertolino

Jillann Knutson

Steve Simonson

Myrna Lastusky

Marvin Carter

Ryan Van Ballegooyen

Charles & Emily Ringer

Stephanie Ray

Bill Foisy

Dan Stusek

Don Jones

Melanie Roe

Jeff McDowell

Lorene Hintz

JV Moody

Barb Wagner

Marissa Hauge

Note: Holly Higgins tried to get on at 1:34, but Myrna didn’t see her in the waiting room. Sorry!

**Introductions/Welcome:** Ryan gave a welcome and began introductions followed by the pledge of allegiance.

**Review of Minutes:** Minutes from the September Board Meeting were available for review (and had already been acted on by the Executive Committee).

Emily Ringer – Mentioned that the next meeting says “2020.”

Jeff moved to pass. Melanie seconded. Motion carried.

**Congressional Updates:**

* Dan Stusek (Sen. Daines): Not many updates. Senate out of session until Nov 30th. Call with leaders in Yellowstone County. Members of Senate on both sides trying to get COVID relief package and spending package through by end of year. Trying to bridge the gap between Republicans & Democrats in terms of what the package involves. Want to extend deadlines for fund spending – PPT, Unemployment insurance, testing/health supplies. Contact Dan with any questions or concerns. They know hospitality businesses are suffering - Christmas Stroll in Red Lodge cancelled, etc. Working hard & calling people around state to finalize this by end of year.
* Dan mentioned that Molly is on maternity leave. Maddie is in Sen. Tester’s office but not on the call.

**Treasurer/Financial Reports:** Jillann Knutson presented the updated financials and discussed the current figures.

* P. 13: Beartooth books – 3 quarters in. Some differences between budgeted vs what we have. Travel/training & vehicle expenses are not what we had expected. Should end up great by end of the year. Audit for 2019 is almost complete. Jillann has a draft and has a few questions for auditors. Hoping to finalize very soon. Will have final by Jan. for sure.
  + Non—profit “tax return”/proof of what’s happened: Already filed
* Pg.14: RLF Info. RLF committee met recently via conference call. Approved construction loan in Yellowstone County – will be funded in April most likely.
* Impressed with how well loan clients have weathered this storm.
* Many requests for help. 70% of our clients got some form of assistance grant. One changed business location to help with expenses – got out of commercial rent.
* 5 applications – hoping to get a couple of those across the line.
  + Site visits to commissioners: If Jillann could have a pool of money for non-collateral loans, she could have gotten rid of millions. People are relying on credit cards and high-interest loans right now. People are also refinancing homes and business debts.
    - Ryan: Interesting to see what kind of continued education we could provide clients – what to do in hard times. Sometimes it’s better to go out of business than get further in debt.
    - Jillann: Downtime, loss of revenue due to people being quarantined has been a huge struggle.
* Pg. 15: Draft budget of 2021 (very rough!). Tough year to budget for because of 2020. CRDC number will likely change, along with some other items. Just don’t know how long COVID will impact expenses. Likely a rise in insurance premiums.
  + Ryan: Good discussion for Exec committee meeting in December. County commissioners / city councils are having the same problem. Educated guesses is all we can do.
* Motion to approve. Melanie motioned. Jeff seconded. All in favor. Motion passed.

**Executive Committee Report:** Ryan

* Steve will share some info from this.
* Back in September we were feeling optimistic, then October/Nov came along & lots of COVID cases – now things have changed.
* Annual visits to commissioners for November/Dec.

**Food and Ag Director Report:** Joel Bertolino presented.

* Been busy lately.
* Upcoming deadline for GTA program is Dec. 7th. Record interest with small businesses. Up to 14 that have shown interest in the program. Hard to know given the requirements how many will go through.
  + One man wants to get out of construction biz and build meat plant in Joliet.
  + Hardin – Apiary
  + Black Brew Coffee/Meat Processing
  + Vineyards in Laurel
  + Catering/meat processing
  + Greenhouse in Roberts
  + Bud’s Catering & Meat Processing in Hardin
  + Yellowstone Valley Farms in Laurel
  + Miller’s Meat Processing
  + Miller’s Beef in Absarokee
  + Toew’s Grain Corn in Hardin
  + Distillery in Columbus
  + Potential potato project in Huntley
* Lots of different businesses & localities!
* Continuing to work on MT Meat Processing grants – must expend funds by Dec. 30th. No extensions at this point.
* Ag Adaptability and some others still out there – need to get money spent.
* Took a tour of the wind farm as a staff. Over 100 turbines up. Might want to have a meeting out there for Board to visit.
* Joel thanked the Staff – with working from home and all the challenges, everyone has done a great job.
* Jeff M: Asked about Hardin apiary – a couple. Joel gave them some templates to work on to get registered with Sec. of State. Could be a tough one to get through.
* Joel also passed on some names to Lorene, who is working with them.
* Started our annual MOU/project updates with the counties and city councils. Did three already with Stillwater coming this week. Will be pretty well finished by holidays.

**Started recording right here. Available upon request.**

**Economic Development Director Report:** Steve Simonson reported:

* Marvin Carter was on speaker phone listening in with Steve.
* Pg. 21: Additional $25 million for business stabilization approved by Gov. Bullock. We’ve been asking for this with CRDC, so good timing.
* CDBG (Community Development Block Grant) – met with them today, made sure our region was well represented.
  + Broadband: Steve has a couple requests. Will talk to Ryan after meeting.
    - Request for demonstration of StarLink program
    - Two Big Sky Trust fund grants to approve
      * Laurel West End Interchange
      * Sandstone School – historic Absarokee school
    - EDA SPRINT grant application to help our data centers
      * Counties/Cities that have a high-tech sector have not seen the downturn that others have during COVID. Important to build resiliency.
        + Dan Stusek said it is something they are working on. He will follow up with Steve after meeting.
    - Cushing Terrell awarded contract for affordable housing study.
      * Stephanie, Myrna & Steve were on call with them yesterday.
    - Deb Brown – weekly phone calls to see what she can do to help the communities to strengthen local businesses.
    - Brownfields Study: Steve told Bill Foisy he got permission to share the Brownfields study from the owners. Steve can provide a copy of that now.
      * Steve will forward it to both Bill & James
    - Detention Center – back on the radar. Carbon County Commissioners pulled plug on project last summer, but it’s back on track. First meeting was last night. Myrna & Steve attended.

**Regional Roundup:** Ryan said he will go through Regional Roundup with CEDS category – our master document every five years.

**Infrastructure: Housing, Transportation & Broadband:**

* Bill Foisy:
  + Carbon County Transit System: RLACF support plus a couple of grants. Hired Transportation Coordinator (David Kallenbach). This will help get people to doctor appointments, etc. in Carbon County.

**Economy:**

* Jeff McDowell:
  + First Interstate will be opening new branch soon.
  + Shipton’s Big R bought Shopko Hometown building & are getting it fixed up. Also installing a 1000-gallon propane tank for propane sales.
  + Things are plugging along. Houses are selling.
* Bill: State Dept. of Commerce report:
  + Through June 30 (last 12 months): Resort tax collections down only 3.5% compared to previous years. Surprising that it wasn’t worse.
  + 4 new businesses opened
  + Roosevelt Center has 2 new tenants – one is a famous artist, one massage therapy.
  + Moose outside the Roosevelt Center – big artistic wood moose that Rocky Fork Juniper designed.
  + Not too many have closed permanently. Some have closed seasonally.
* Lorene:
  + We have 15 new businesses this year.
  + Through COVID, many people have come in interested in starting a business.
  + There are many struggling, but also much good. Mom & Pops are the ones being hurt the most.
* Ryan:
  + Doing a survey of biz – what are you struggling with/concerned about? When we get results, we can hopefully help them better.
  + Help be informed to help guide legislature.

**Communication/Marketing/Outreach:**

* Steve asked Myrna to talk about IEDC (International Economic Development Corporation) Marketing course she is taking.
  + Myrna: Had first of several sessions this week. Lots of notes regarding how to approach the economic downturns if anyone is interested.

**Healthcare:**

* Steve: Been a big push to telemedicine. Biggest challenge is patients who don’t have internet/computers.
  + Ryan: Often you can go to library or coffee shop to use their internet, but many of those are closed now, making the problem worse. Influx for need of healthcare workers because one person tested positive & then others need to quarantine. Governor announced they are contracting for another 100 nurses to come to MT. Hospitals part of bigger network are bringing in workers from other states. Statewide 63% of ICU beds are full (last number Ryan saw). It’s a real challenge right now.
* Lorene: Last Friday Big Sky EDA celebrated healthcare workers & gave out $80,000 in gift cards to them last week. Got some great thank yous for recognizing how tough it is for healthcare workers right now. Very uplifting.
* Ryan: Aunt checks in everyone at Iowa hospital and finally got Covid even with all her precautions. His wife had a patient who got it. These healthcare workers also worry about bringing it home to families.

**Natural Resources / AG:**

* Joel: in general, it was better than last year’s sugar beet harvest. Grain prices up, cattle prices down - but it looks like next year might be better. Cause for optimism in ag economy.
* RCPP Program (last 5 years’ grant) is coming to a close. Doing final reporting on that.
* Ryan: Stock market – hopeful news from Pfizer & another big pharma company is coming close to vaccine. Things are headed in the right direction. Any commissioners comment on distribution of vaccine?
  + Steve: Some super coolers required for Pfizer vaccine were distributed in Billings. Vaccination state-wide plan drafted by St. Vincent’s. Steve sent it to Carbon County commissioners. Can send it on to Sweet Grass commissioners, too. Melanie said they saw some info on it come through.
  + Ryan: Lots of questions to figure out with distribution.

**Human Capital: Workforce/Education:**

* Schools closing down for a week here and there due to COVID cases. Elder Grove 6-8 grade. Principal said only 6 identified cases since start of school (out of about 200). When people take the right precautions, it really helps.
  + Laurel shut down several grade levels last week.
  + The problem is less about kids getting it, but staff has & they can’t find substitutes.
  + If you have a day to give, please substitute to help keep kids in school
  + Myrna commented that many subs are retired teachers & in the higher-risk category, and thus, don’t want to risk subbing.
* Lorene: Robust training schedule coming for 2021. All virtual trainings provided by COVID dollars. Let Joel know or type name in chat if you want to be on the email list for these trainings. Marty Butts, Small Potatoes Business coming in December– ways to fund business & survive.
  + Joel will forward the list of trainings to the Board.
* Bill: State tourism grants are due Nov. 30th. Got rink grant last year, wayfinding signs year before. National Cross Country Ski Association says outdoor activities, especially CC skiing, will be off the charts this year. Shout out to Steve & BRCD for the work we do, CEDS docs, growth policies, etc. When applying for grants, those are so important to have. Thank you! The Nordic­ Shoppe is only one in a 150-mile radius. Red Lodge Mountain is opening the day after Thanksgiving.

**Ryan:** Ready to wrap up. Marvin & Marissa stay on to go over Steve’s requests.

Probably will do Zoom in January, maybe in person in March or May. Once we’re through this, the economy is going to roar!

* Marissa had 2:00 meeting, so she couldn’t stay on.
* Ryan & Marvin approved Steve’s projects.
* Forward emails for documentation on expenses for Executive Committee approval.

**Next Meeting:** January 21, 2021 – Potential Zoom

**Meeting adjourned at 2:03**

APPROVED:

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| **Beartooth Books- Reporting Ending September 2020** | | | | | | |
|  |  |  |  |  |  |  |
|  | **Budgeted** |  | **Actual** |  | **% of budgeted** |  |
|  | |  |  |  |  |  |
| **Income** |  |  |  |  |  |  |
| AG-FOOD AND AG CENTER | 85,007 |  | 62,311 |  | 73% |  |
| AG-MCDC | 1,000 |  | 0 |  | 0% |  |
| BOARD - EDA SPONSOR DUES | 51,072 |  | 42,768 |  | 84% |  |
| BOARD-INTEREST INCOME | 400 |  | 204 |  | 51% |  |
| BOARD-FOUNDATION MONEY | 3,700 |  | 3,390 |  | 92% |  |
| RLF-STAFF REIMBURSE | 18,000 |  | 0 |  | 0% |  |
| RLF-ORIG FEES | 5,000 |  | 0 |  | 0% |  |
| CRDC | 71,907 |  | 46,795 |  | 65% |  |
| FUELS-TOTAL | - |  | 0 |  | #DIV/0! |  |
| EDA - GRANT | 70,000 |  | 35,000 |  | 50% |  |
| NOT BUDGED INCOME | - |  | 6,900 |  | 0% |  |
| **TOTAL INCOME** | **306,086** |  | **197,367** |  | **64%** |  |
|  |  |  |  |  |  |  |
| **Expense** | | | | |  |  |
| TOTAL STAFF EXPENSE | 233,104 |  | 156,201 |  | 67% |  |
| COMMUNICATIONS | 6,000 |  | 4,375 |  | 73% |  |
| EQUIPMENT & VEHICLE | 8,520 |  | 6,299 |  | 74% |  |
| CONTRACTUAL | 20,000 |  | 9,325 |  | 47% |  |
| SUPPLIES | 12,900 |  | 14,665 |  | 114% |  |
| TRAVEL | 11,080 |  | 3,793 |  | 34% |  |
| OTHER | 10,420 |  | 14,752 |  | 142% |  |
| RESERVE |  |  | -12,043 |  | #DIV/0! |  |
| **EXPENSE TOTAL** | **302,024** |  | **197,367** |  | **65%** |  |
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|  |  |  |  |  |  |  |
| **Account Balances** | |  |  |  |  |  |
| Bank of Joliet-Building Account | $4,471.87 |  |  |  |  |  |
| Bank of Joliet- Savings Account | $75,300.66 |  |  |  |  |  |
| Bank of Joliet- Checking Account | $74,820.63 |  |  |  |  |  |

Revolving Loan Fund Books- October 2020

**Loan Client Review**

County # of loans $ Loaned out

Big Horn 2 $173,049

Stillwater 3 $436,746

Yellowstone 8 $396,603

Carbon 3 $142,100

Sweet Grass 2 $180,935

* A $200K loan has been approved for Yellowstone County. This will not be funded until spring.
* Our loan clients (so far) are weathering the COVID storm.
* I have 3 applications in various forms that will hopefully head to the RLF meeting.

**Bank Balances as of October 31, 2020 Total available for lending**

Bank of Joliet- EDA $29,783 29,783

Bank of Joliet-CDBG $189,481 189,481

Bank of Joliet- IRP $388,787 152,413

Bank of Joliet-Fromberg $29,783 29,783

$401,460

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **\*\*DRAFT\*\*\*\*2021 Beartooth Resource Conservation and Development Budget** | | | | | | | |  |  |  |
| **Income** | | | | | | | |  |  |  |
| **ITEM** | **Income** |  |  |  |  |  |  |  |  |  |
| AG-FOOD AND AG CENTER | 85,007 |  |  |  |  |  |  |  |  |  |
| AG-MCDC | 1,000 |  |  |  |  |  |  |  |  |  |
| BOARD - EDA SPONSOR DUES | 55,907 |  |  |  |  |  |  |  |  |  |
| BOARD-INTEREST INCOME | 400 |  |  |  |  |  |  |  |  |  |
| BOARD-FOUNDATION MONEY | 3,700 |  |  |  |  |  |  |  |  |  |
| RLF-STAFF REIMBURSE | 18,000 |  |  |  |  |  |  |  |  |  |
| RLF-ORIG FEES | 5,000 |  |  |  |  |  |  |  |  |  |
| CRDC | 71,907 |  |  |  |  |  |  |  |  |  |
| FUELS AND CGWG | - |  |  |  |  |  |  |  |  |  |
| MISC GRANT ADMIN $ | 10,750 |  |  |  |  |  |  |  |  |  |
| EDA - GRANT | 70,000 |  |  |  |  |  |  |  |  |  |
| **TOTAL INCOME** | **321,671** |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **Expense** | | | | | | | | | | |
| TOTAL STAFF EXPENSE | 256,044 |  |  |  |  |  |  |  |  |  |
| COMMUNICATIONS | 6,000 |  |  |  |  |  |  |  |  |  |
| EQUIPMENT & VEHICLE | 8,520 |  |  |  |  |  |  |  |  |  |
| CONTRACTUAL | 21,220 |  |  |  |  |  |  |  |  |  |
| SUPPLIES | 9,800 |  |  |  |  |  |  |  |  |  |
| TRAVEL | 10,140 |  |  |  |  |  |  |  |  |  |
| OTHER | 8,430 |  |  |  |  |  |  |  |  |  |
| RESERVE |  |  |  |  |  |  |  |  |  |  |
| **EXPENSE TOTAL** | **320,154** |  |  |  |  |  |  |  |  |  |
|  |  |  | **1,517** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **PROJECTED NET INCOME 12/31/2021** | | | |  |  |  |  |  |  |  |