

**City of Sault Ste. Marie  
ECONOMIC DEVELOPMENT CORPORATION  
Minutes of the Board of Directors Meeting  
July 12, 2021**

**1. Call to Order & Introductions**

Chair Dasho called the meeting to order with the time being 12:00 PM

**2. Roll Call**

Members Present: Tom Veum Tim Ellis Dan Dasho Rob Landis  
Gary Sharp Jim Devaprasad

Members Absent: Kelley Bunker

Staff Present: Jeff Holt

Others Present: Shane Miller, Commission Liaison  
Tony Haller, Chamber of Commerce  
Brian Chapman, City Manager  
Kristen Collins, City Finance  
Jeff Hagan, EUP Regional Planning

- 3. Agenda: Changes, Additions or deletions – Job Description, EDC Development Specialist**  
*It was moved by Landis supported by Ellis to amend the agenda, adding action item.*  
*Motion carried unanimously.*

**4. Matters presented by the Public**

Haller reported the upcoming golf fundraiser at Wild Bluff on July 23<sup>rd</sup>, and “Back to Business” event on Aug.12<sup>th</sup>, 5:00 – 7:00 PM, with music provided by Eagle Radio.

Hagan reported that the Economic Development Administration (EDA) will be announcing a NOFO in the coming weeks (\$3 Billion).

Collins asked the board to consider having the city finance department handle the accounting of the EDC. It had been discussed in previous meetings, and declined. Dasho asked for a formal presentation at the next EDC Board meeting.

**5. Approval of minutes:**

*It was moved by Sharp supported by Landis to accept the June 8<sup>th</sup> EDC Board meeting.*  
*The motion carried unanimously.*

**6. Approval of Financial Report: P & L, Balance sheet and check detail:**

It was moved by Ellis supported by Sharp to accept the financial report as presented. The motion carried unanimously.

**7. Approval of 2% wage adjustment beginning July 1<sup>st</sup>, 2021:**

It was moved by Ellis supported by Landis to follow city policy and increase staff (Director Holt) salary by 2%, effective July 1<sup>st</sup>, 2021. The motion carried unanimously.

**7.a. Approval to post vacant position of EDC Development Specialist:**

It was moved by Sharp supported by Ellis to approve job description as presented, and post at an annual salary of \$45,000.00 - \$50,000.00. The motion carried unanimously.

**8. Directors Report:**

Holt gave an update report to the board

**9. Economic Development Strategy Review/Discussion:**

Holt gave a report on goals for the upcoming year which included 10 priority sites, including city owned property. Discussion about who would promote/market city owned property. Chapman recommended that the EDC would be in a good position to do so. Holt will gather information and make a recommendation at an upcoming meeting.

**10. Next Meeting:**

The next EDC board meeting will be held on August 10<sup>th</sup>, at noon. It will be held at the SmartZone/EDC building, 2345 Meridian Street.

**11. Adjournment:**

It was moved by Landis supported by Ellis to adjourn meeting at 1:00 PM.



Tim Ellis, Board Secretary