

**Minutes**  
**Meeting of the RREDC Board of Directors**  
**November 25, 2013**

- I. **Call to Order and Flag Salute**  
Chair Mike Newman called the meeting to order at 6:32 p.m.  
**Present:**, Julie Fulkerson, Tyler Holmes, Nancy Koke, Mark Lovelace for Virginia Bass, Michael McKaskle, Ken Mierzwa, Mike Newman, Bruce Rupp, Alex Stillman, Dave Tyson, Helen Edwards for Bill Wennerholm, Frank Wilson, Mike Wilson, John Woolley  
**Absent:** Kevin Benjamin, Sue Long  
**Staff Present:** Don Ehnebuske, Bonnie Smoller
  
- II. **Approval of Agenda and Minutes**  
A closed session was agenda item IV with RREDC attorney Russell Gans to attend. Mr. Gans wasn't present at the time the agenda was approved so it was moved to amend the agenda to begin the closed session on Gans arrival.  
**M/S/P: Rupp/Fulkerson to approve October 28, 2013 agenda with change and minutes of Oct. 28, 2013.** Ayes: 13, Noes: 0, Abstain: 1. Motion passed.
  
- III. **Public input – for non-agenda items**  
None
  
- IV. **Closed Session - none**
  
- V. **Financial Reports: October 31, 2013**  
**M/S/P: Wilson/Edwards to approve the financial reports as presented.** Motion passed unanimously.
  
- VI. **Reports – no action required**
  - A. Loan Portfolio Report: October 31, 2013: Report submitted; no action needed.
  - B. Executive Directors Report: Report submitted; no action needed.
  
- VII. **Old Business**
  - A. **Consideration of approval of \$1400 mini-grant proposal to the Headwaters Fund and approval of \$1400 contract with Kieran Mannion for consulting work on feasibility study of local charter airline service:** The interest in having additional air service has led to the possibility of a locally based air charter service.  
Kieran Mannion has submitted a proposal for technical and financial assistance in preparing the needed materials for a pre-feasibility study with a cost of \$2,800.  
RREDC staff proposes to submit an application to the Headwaters Fund (HWF) for \$1400 to be used for half the amount of fees needed to hire a qualified consultant to conduct this study. RREDC would match the other \$1400, for a

total of \$2,800. It was requested that staff expand the proposed Scope of Work in the final contract. **M/S: Wilson/Lovelace:** To 1) approve the proposal of a \$1400 mini-grant to the Headwaters Fund, and 2) upon approval, to execute a contract with Kieran Minnion for production of a pre-feasibility study on charter air service, and 3) authorize RREDC staff to review/approve the final Scope of Work. **Ayes:** 13, **Noes:** 1, **Abstain:** 0. Motion passed.

**VIII. New Business**

- A. **Consideration of Resolution to Recertify the EDA Revolving Loan Fund Plan:** This recertification is required annually by the EDA. **M/S/P: Rupp/Tyson to approve the resolution as presented.** **Ayes:** Edwards, Fulkerson, Holmes, Koke, Lovelace, Mierzwa, Newman, McKaskle, Rupp, Stillman, Tyson, Wilson, Wilson, Woolley; **Noes:** none; **Abstain:** none. Motion passed unanimously.

**IX. Member Reports**

Reporting were Redway CSD, Humboldt Bay Harbor, McKinleyville CSD, County of Humboldt, City of Eureka, City of Trinidad.

**X. Adjourn**

The meeting adjourned at 7:51 p.m.

Respectfully submitted:

Bonnie Smoller  
Recorder

Mike Newman  
Chair