

**Cambridge Economic Development Authority (EDA)
February 4, 2013**

Pursuant to due call and notice thereof, a regular meeting of the Cambridge Economic Development Authority (EDA) was held on Monday, February 4, 2013 at Cambridge City Center, 300 3rd Ave NE, Cambridge, Minnesota, 55008.

Members Present: President Chris Caulk, Vice President Lisa Iverson and EDA members Mariys Palmer and Howard Lewis

Members Absent: David Schornstein

Others Present: Executive Director Lynda Woulfe

Call to Order

President Caulk called the meeting to order at 6:00 pm.

Approval of Agenda

Palmer moved, seconded by Iverson, to approve the agenda as presented. Motion carried 4/0.

Annual Meeting

Election of Officers

Woulfe called for nominations for the election of president. Palmer nominated Iverson. Iverson nominated Caulk. Woulfe closed nominations after asking for nominations three times. There were three ayes (Caulk, Lewis & Palmer) for Iverson and one nay (Iverson). Woulfe turned the meeting over to President Iverson to complete the officer election process.

Iverson called for nominations for the election of Vice President. Lewis nominated Caulk. Iverson closed nominations after asking for nominations three times. There were four ayes for Caulk to be elected as Vice President, no nays.

Iverson called for nominations for the election of Treasurer. Caulk nominated Lewis. There were no additional nominations. There were four ayes for Lewis to be elected as Treasurer; no nays.

Iverson called for nominations for the election of Secretary. Lewis nominated Woulfe. There were no additional nominations. There were four ayes for Woulfe to be elected as Secretary; no nays.

Confirm Appointment of Executive Director

Lewis moved, seconded by Caulk, to confirm Lynda Woulfe as the Executive Director. Motion passed 4/0.

Confirm Appointment of Assistant Treasurer

Caulk moved, seconded by Iverson to confirm Caroline Moe as the Assistant Treasurer. Motion passed 4/0.

EDA Code of Conduct and Bylaws

Woulfe stated the bylaws were adopted in February 2012 and are modeled after the Council and Commission bylaws along with specific portions related to EDA. Palmer moved, seconded by Lewis to adopt the bylaws as presented. Motion passed 4/0.

Consent Agenda

Palmer moved, seconded by Caulk, to approve consent agenda items A – F as follows:

- A. Approve January 22, 2013 EDA meeting minutes
- B. Approve draft EDA financial statements for December 2012
- C. January 2013 Housing Division Bills check #15983 to #16111 totaling \$68,730.87
- D. Housing Supervisor Report
- E. Resident Meeting Minutes
- F. Approve Resolution No. EDA13-002 Section 8 Policy on Outreach to Owners

Upon call of the roll, Caulk, Iverson, Lewis, and Palmer, voted aye. No nay. Motion carried 4/0.

New Business

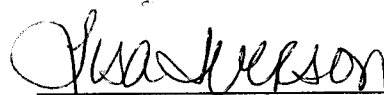
There was no new business.

Unfinished Business

There was no unfinished business.

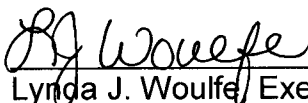
Adjournment

Lewis moved, seconded by Caulk, to adjourn the meeting at 6:07 p.m. The motion carried 4/0.



Lisa Iverson, President

ATTEST:



Lynda J. Woulfe, Executive Director