

**MERAMEC REGIONAL DEVELOPMENT CORPORATION**  
**NOTICE OF MEETING AND AGENDA**  
**December 19, 2018 @ 12 noon**

The Meramec Regional Development Corporation Board of Directors will meet at 12 noon on Wednesday, December 19, 2018 in the large conference room at MRPC, #4 Industrial Dr., St. James, MO. A special holiday lunch will be served. All board members are encouraged to attend as everyone's input is valued, and it's important that all member counties are well-represented. **Please RSVP by contacting Maria Bancroft at email [mbancroft@meramecregion.org](mailto:mbancroft@meramecregion.org) so that proper arrangements can be made for lunch.**

**MEETING AGENDA**

- I. Call to Order:** Darlene Weber, President
- II. Review and Approval of Minutes:** Minutes from August 15, 2018, August 28, 2018, September 19, 2018, October 3, 2018, and November 26, 2018 will be reviewed for approval. *Board action is required.*
- III. New Business:**
  - 1. Board Appointments:** Staff will present the nominations submitted from Crawford, Maries and Washington County for board new appointments and reappointments. *Board action is required.*
    - a. Crawford County:** New appointment recommendation for Kyle Hofstetter
    - b. Maries County:** Re-appointment recommendation for Wanda Williams and new appointment recommendation for Tonya Price
    - c. Washington County:** Re-appointment recommendations for Darlene Weber and Don Thompson, and new appointment recommendation for Doug Short
  - 2. Board Resolution/Ratification:** Staff will present to the full board ratification for the following committee approvals:
    - a.** Lender of the Year 2018 Recipient Selection
    - b.** Aging Made Easy Collateral Release Request (RLF)
    - c.** Aging Made Easy Collateral Release Request (IRP)
  - 3. MRDC Portfolio Oversight:** Staff will update the board on servicing issues for the SBA 504, RLF, and IRP loan portfolios for the period ended November 30, 2018.
  - 4. Loans in Process:** Staff will provide the board with pending loans scheduled to close and new potential projects.
  - 5. MRDC Meetings Schedule 2019:** Staff will present a draft for next year's meetings schedule and ask for input to finalize the calendar. *Board action is required.*

6. **CDC Independent Loan Review 2018:** Staff will present a summary of MRDC's annual independent loan review prepared by Connell Consulting. *Board action is required.*
7. **RLF Plan Modifications:** Staff will present two proposals for changes to MRPC's RLF Plan and Program Policies for the following:
  - a. Contract Amendment for Professional Services by and between MRPC and MRDC: Staff will present the contract renewal for professional services between MRPC and MRDC for the professional services to the commission and its clients through the Economic Development Administration (EDA) Revolving Loan Fund program and other financing programs for a retroactive effective date of December 1, 2018. *Board action is required.*
  - b. MRPC EDA RLF Loan Policy Amendment: Staff will present changes to the MRPC EDA RLF Plan Program Elements and Loan Policies Document as directed by and in partnership with the US Department of Commerce Economic Development Administration. For informational purposes only. *No board action is required.*
8. **MRDC Policy Changes by the SBA 504 Program:** Staff will present proposal for changes to MRDC's current policy plan under the recent changes to the SBA 504 program.
  - a. **Job Reporting Requirements**
  - b. **Program Eligibility Uses of Funds**
9. **MRDC's SBA Annual Report 2018:** Staff will present MRDC's annual report to submit to SBA by December 31, 2018. *Board action is required.*
10. **Round Robin Referrals:** Staff will ask each board member for a potential referral for small business financing from their community.

**IV. Current Financial Reports for FY 2018-19 and Final Audit Report for FY 17-18:** Staff will present current financial reports for FY 2018-19 for the period 7/1/18 through 11/30/2018 for the SBA, RLF and IRP funds. In addition, staff will present the final audit for the SBA loan program and the audit for the RLF and IRP programs. The RLF and IRP financials and audit are presented only for informational purposes. *Board action is required only for SBA financials and final audit.*

**V. Comments for the Good of the Order**

1. **Board Vacancies:** MRDC board has the following board vacancies: One seat in Gasconade County and two seats in Pulaski County. Please send recommendations to staff.
2. **Next MRDC Board Meeting:** The next tentative loan review meeting is scheduled for January 16, 2019 at 12 noon.
3. **SBA/USDA Workshop:** Rural Strong Workshop at MRPC's large conference room on January 31, 2019, 10 a.m. to 12 noon

**VI. Final Remarks & Meeting Adjournment**