

**MERAMEC REGIONAL DEVELOPMENT CORPORATION**  
**MEETING AGENDA BY VIRTUAL CONFERENCE**  
**December 8, 2021 @ 12:00 Noon**

The Meramec Regional Development Corporation Board of Directors will conduct a full board meeting at MRPC, #4 Industrial Drive, St. James, MO and by virtual conference at 12 noon on **Wednesday, December 8, 2021**. Lunch will be provided for board members participating in person by RSVP. All board members are encouraged to call and participate as everyone's input is valued, and it is important that all member counties are well-represented. *To ensure everyone's safety, we will practice social distancing, sanitize our conference room, provide face masks (optional), and hand sanitizer while in the building conducting business.* Please RSVP to staff if you are participating to ensure a quorum.

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/88935157983?pwd=S2pDTUgzZkNNVE8zUDlxUzgzNUxpUT09>**

**Meeting ID: 889 3515 7983**

**Passcode: 942846**

**OR**

**Dial by your location**

**+1 312 626 6799 US (Chicago)**

**Meeting ID: 889 3515 7983**

**Passcode: 942846**

**MEETING AGENDA**

- I. Call to Order:** Darlene Weber, President
- II. Review and Approval of Minutes:** Minutes from October 13, 2021 will be reviewed for approval. *Board action is required.*
- III. New Business:**
  - 1. 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, 2021. *Board action is required.*
  - 2. Loans in Process:** Staff will provide the board with pending loans scheduled to close and new potential projects.
  - 3. MRDC Meetings Schedule 2022:** Staff will present 2022 meeting schedule.

4. **SMART Review Update/Response Letter:** Staff will update the board on the status of MRDC's letter to OCRM and review completion. ***Board action is required.***
5. **SBA Annual Report 2021:** Staff will provide a summary of the annual report and request approval. Annual report is due to SBA by December 31, 2021. ***Board action is required.***
6. **Annual SBA Contract for Professional Services:** Staff will present the pre-approved technical assistance contract between MRDC and MRPC for professional services. The contract was pre-approved by SBA's Office of Credit Risk Management and will be included as part of MRDC's SBA Annual Report 2021. ***Board action is required.***
7. **Meeting Meals Survey:** Staff will share the survey results on meals for future meetings beginning January 1, 2022.

**IV. Current Financial Reports for FY 21-22 and Final Audit Report for FY 20-21 (Tentative):** Staff will present current financial reports for FY 21-22 for the period 7/1/21 through 11/30/2021 for SBA, RLF and IRP funds. Tentatively, staff will present the final audit FY 20-21 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. Round Robin Referrals:** Board members will be asked to contact staff directly to share project referrals from their community.

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

1. **Board Vacancies:** MRDC board has the following board vacancies: One seat in Crawford County, one seat in Washington 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 12, 2022 at 12 noon.

**VII. Final Remarks & Meeting Adjournment**