

**MERAMEC REGIONAL DEVELOPMENT CORPORATION  
NOTICE OF MEETING, AGENDA & VIRTUAL CONFERENCE  
August 26, 2021**

The Meramec Regional Development Corporation Board of Directors will meet at 12 noon on **Thursday, August 26, 2021**, in the large conference room and by virtual conference at MRPC, #4 Industrial Dr., St. James, MO. Individual lunch boxes will be provided for board members participating in person by RSVP. *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.* All board members are encouraged to participate as everyone's input is valued, and it is important that all member counties are well-represented. **Please RSVP for lunch by contacting Maria Bancroft at 573-265-2993, extension 114 or email [mbancroft@meramecregion.org](mailto:mbancroft@meramecregion.org) so that proper arrangements can be made.**

**Zoom Instructions**

**Join Zoom**

<https://us02web.zoom.us/j/84619282628?pwd=K2ZTNnhS1h2WHBvL210L2NIZXpNQ09>

**Join by Phone**

1-312-626-6799

**Meeting ID:** 846 1928 2628

**Passcode:** 675650

**MEETING AGENDA**

- I. **Call to Order:** Darlene Weber, President
- II. **Adjournment from Open Session to Closed Session:** A closed session may be needed to review a loan request or a particular servicing issue that includes **confidential and sensitive** information. Therefore, the board may request a closed session under RSMo 610.021(14). **\*\*President to initiate roll call.**
  - Closed Session Items:**
  - 1. Croft-Wilson SBA 504 Loan Request
  - 2. Grayson SBA 504 Loan Request
  - 3. Barnitz SBA 504 Loan Request
- III. **Adjourn from Closed Session to Open Session**
- IV. **Review and Approval of Minutes:** Minutes from May 12, 2021, June 9, 2021, and August 4, 2021 (Partner of the Year Committee) board meeting will be reviewed. ***Board action is required.***

**V. New Business:**

- 1. Partner of the Year Nomination:** Staff will present the committee's nomination for the lender of the year. The recipient will be honored at MRPC's annual dinner on October 21, 2021, at State Technical College of Missouri. *Board action is required.*
- 2. MRDC Portfolio Oversight Report:** Staff will update the board on servicing issues for the SBA 504, RLF, and IRP loan portfolios for the period ended July 31, 2021. *Board action is required.*
- 3. Loans in Process:** Staff will update the board on loans that are in process.
- 4. SBA Background Procedures and Requirements:** Staff will provide the board with the current requirements for new board members' background checks.
- 5. CDC Annual Certification:** Staff will request approval for MRDC's board of directors' annual certification required by SBA. To comply with SBA, each board member must provide a signed certification. *Board action is required.*
- 6. MRDC Annual Policy Review & SBA Board Governance Updates/Policy Changes:** Staff will present MRDC's current loan policies, including its strategic operating plan, and request the board's approval to update the loan policy manual with SBA regulated policy changes. *Board action is required.*
- 7. MRDC SBA Contract for Professional Services:** Staff will present two contracts for technical assistance on two SBA 504 loan applications.
  - a. Grayson SBA Contract for Technical Assistance - *Board action is required.*
  - b. Croft-Wilson SBA Contract for Technical Assistance - *Board action is required.*
  - c. Barnitz SBA Contract for Technical Assistance – *Board action is required.*
- 8. Board resolution:** Staff will present board resolutions to package and close new SBA loans approved by the board in closed session. *Board action is required.*
- 9. MRDC and MRPC's Contract Renewal for Professional Services for the SBA Loan Program FY 21-22:** Staff will present a revised contract per SBA's Office of Financial Assistance SMART Review finding. The contract period will begin July 1, 2021 until June 30, 2022 with a five-year renewal. *Board action is required*

**VI. Preliminary Year End 2020-2021 and Current Financial Reports FY 21-22:** Staff will present current financial reports for FY 21-22 as of 7/31/21 and preliminary year-end

for FY 20-21 for the SBA, RLF and IRP funds. The RLF and IRP financials and budget are presented for informational purposes. ***Board action is required only for SBA financials and budget.***

**VII. Round Robin Referrals:** Staff will ask each board member for a potential project referral for small business financing in their community.

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

- 1. Board Vacancies:** MRDC board has one in Crawford County, two in Pulaski County, and one in Washington County. Please send recommendations to staff.
- 2. Next MRDC Board Meeting:** The loan review meeting is tentatively scheduled for September 8, 2021 @ 12 noon.
- 3. MRPC's Annual Dinner:** Scheduled on October 21, 2021, at State Technical College of Missouri, Vehicle and Power Center Conference Hall, One Technology Drive, Linn, MO 65051.

**IX. Final Remarks & Meeting Adjournment**