

## ***REVISED***

### **MERAMEC REGIONAL DEVELOPMENT CORPORATION NOTICE OF MEETING AGENDA & VIRTUAL CONFERENCE**

**February 9, 2022  
12 Noon – 1:30 PM**

The Meramec Regional Development Corporation Board of Directors will meet at 12 noon to 1:30 PM on **Wednesday, February 9, 2022** in person and by virtual conference with MRPC, #4 Industrial Dr., St. James, MO. All board members are encouraged to attend as everyone's input is valued, and it is important that all member counties are well-represented. Please RSVP by contacting Maria Bancroft at 573-265-2993, extension 114 or email [mbancroft@meramecregion.org](mailto:mbancroft@meramecregion.org).

#### **ZOOM INSTRUCTIONS**

##### **Join by Zoom**

**<https://us02web.zoom.us/j/85051273610?pwd=RmdQZjVPamcxNmlqdTgyYU9Ybzdvdz09>**

**Meeting ID: 850 5127 3610**

**Passcode: 449042**

##### **Join by Phone**

**1-312-626-6799**

**Meeting ID: 850 5127 3610**

**Passcode: 449042**

#### **MEETING AGENDA**

- I. Call to Order:** Darlene Weber, President
- II. Review and Approval of Minutes:** Meeting minutes from December 8, 2021 will be reviewed. *Board action is required.*
- III. Adjourn Meeting 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. Kientzel/H & K Café, LLC – RLF Modification Request**

- IV. Adjourn from Closed Session to Open Session**

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### **V. New Business:**

- 1. MRDC and MRPC's Contract Renewal for Professional Services for the SBA Loan Program FY 22-23:** Staff will present the contract renewal between MRDC and MRPC to provide professional technical assistance services for the SBA 504 loan program. The contract term renewal will begin on July 1, 2022 through June 30, 2023. ***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 January 31, 2022.
- 3. Loans in Process:** Staff will update the board on loans that are in process from each program.
- 4. SMART Final Targeted Review Report:** Staff will update the board on MRDC's final results letter from its recent SMART review. ***Board action is required.***
- 5. MRDC Independent Loan Review Report FY 20-21:** Staff will present MRDC's SBA Independent Loan Review Report required annually. ***Board action is required.***
- 6. SBA Annual Report 2021 (Tentative):** Staff will provide a summary of the annual report and request for approval. Annual report is due to SBA (with requested extension) by no later than March 31, 2022. ***Board action is required.***
- 7. RLF Annual Certification and Conflict of Interest Disclosure:** Staff will present to the board a joint resolution required for the annual certification as part of the annual report submission to EDA by April 30, 2022. ***Board action is required.***
- 8. Board Resolutions to Close SBA Loans:** Staff will present the following board resolutions to close the following SBA approved loans:
  - a. Barnitz Holdings, LLC/Rolla Farmers Exchange ***Board action is required.***
  - b. Croft Wilson Properties, LLC/Croft Bedding Company, LLC ***Board action is required***

### **VI. Current Financial Reports FY 21-22 and Final Audit Reports FY 20-21 (Tentative):** Staff will present current financial reports for FY 2021-22 for the period 7/1/21 through 1/31/22. In addition, staff will present the final audits for each loan program for FY 20-21. The RLF and IRP financials and final audits are presented for informational purposes. ***Board action is required only for SBA financials and audit report.***

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

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

- 1. Board Vacancies:** MRDC board has two in Pulaski County, one in Crawford County, and one in Washington County. Please send recommendations to staff.
- 2. Next MRDC Board Meeting:** The next loan review meeting is tentatively scheduled for March 9, 2022 @ 12 noon.

**IX. Final Remarks & Meeting Adjournment**