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

# April 17, 2024 @ 12 Noon

The Meramec Regional Development Corporation Board of Directors will meet at 12 noon on **Wednesday, April 17, 2024,** in the large conference room and by virtual conference at MRPC, #4 Industrial Dr., St. James, MO. 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 Bobbie Bailey at 573-265-2993, extension 114 or email** **bbailey@meramecregion.org** **so that proper arrangements can be made if you haven’t done so already.**

## Zoom Instructions

**Join Zoom**  <https://us02web.zoom.us/j/83868649993?pwd=Z3ZObmxrbnYrdDFNRmwxLzJ2VXNydz09>

**Meeting ID: 838 6864 9993**

## Passcode: 750036

**Join by Phone**

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

**Meeting ID: 838 6864 9993**

**Passcode: 750036**

**MEETING AGENDA**

1. **Call to Order:** Gary Hicks, President
2. **Review and Approval of Minutes:** Minutes from February 28, 2024, board meeting will be reviewed. ***Board action is required****.*

## New Business:

* 1. **Expiring Board Member Terms:** Staff will present expiring board member terms. The board will discuss and decide on reappointments and/or new appointments for each member. ***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 March 31, 2024. ***Board action is required.***
	3. **Loans in Process:** Staff will update the board on loans that are in process.
	4. **Update on SBA noncompliance response to letter dated February 26, 2024:** Staff will present the finalized response to the noncompliance letter for discussion and approval. ***Board action is required.***
	5. **MRDC Independent Loan Review Report FY22-23:** Staff will present the MRDC SBA Independent Loan Review Report, completed by Candace Connell, to be submitted with SBA Annual Report. ***Board action is required.***
	6. **SBA 2023 Annual Report:** Staff will present the completed SBA 2023 Annual Report. ***Board action is required.***
	7. **MRDC and MRPC’s Contract Renewal for Professional Services for the SBA Loan Program FY 24-25:** 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, 2024, through June 30, 2025. ***Board action is required.***
	8. **RLF Annual Certification and Conflict of Interest Disclosure:** Staff will present to the board a joint resolution for the period ending March 31, 2024, required for the annual certification as part of the annual report submission to EDA by April 30, 2024. ***Board action is required.***
	9. **MRDC SBA SMART Review:** Staff will present the SMART Review and expected deliverables for discussion. Applicable bylaws, policies, procedures and plans will be reviewed and amended as necessary to meet current SBA SOP guidelines. ***Board action is required.***
1. **Current Financial Reports FY 23-24:** Staff will present current financial reports for FY 23-24 for the SBA, RLF and IRP funds as of March 31, 2024. The RLF and IRP financials are presented for informational purposes. ***Board action is required only for SBA financials.***

## Comments for the Good of the Order

* 1. **Board Vacancies:** 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, tentatively scheduled for May 8, 2024 @ 12 noon, will be discussed for rescheduling purposes.
	3. **Round Robin Referrals:** Board members will be asked to contact staff for any potential project referrals for small business financing in their community.

## Final Remarks & Meeting Adjournment