



**JSDC Board of Directors Meeting
Monday, July 13, 2026
Official Minutes
JSDC Lower-Level Conference Room**

Members Present: Jeremy Rham, Casey Henderson, Tory Hart, Tonya Perkins, Amanda Hastings, David Steele, Jen Dockter, Mike Delfs, Dustin Jensen, Ben Steinolfson, Shannon Davis

Members Absent: Levi Taylor.

Staff Present: Corry Shevlin and Alyssa Looyesen

Guests Present: Emily Bivens, Jamestown Area Chamber of Commerce/Jamestown Tourism; Katie Hemmer, City of Jamestown Mayor; Paul Smith, SBDC

Call to order: 11:47 a.m. by Jeremy.

Conflict of Interest: None

B) Approval of Meeting Agenda: The agenda was in the One Drive for review. Jeremy made an adjustment to the agenda for adding the resignation of Ben Steinolfson.

Mike Delfs made a motion to approve the agenda as presented. Tory Hart seconded, and the motion passed unanimously by voice vote.

C) Strategic Committee Reports

Organizational Excellence Committee –

- The Organizational Excellence Committee did not meet in July.
- The Organizational Excellence Committee meets the first Monday of the month at 9 a.m.

Finance Committee-

- The Finance Committee did not meet in July.
- The Finance Committee meets on an as needed basis.

Existing Business Outreach Committee-

- The Existing Business Outreach Committee did not meet in July.
- The Existing Business Outreach Committee meets on the first Tuesday of the month at noon.

New Business Attraction Committee-

- The Business Attraction Committee did not meet in July.
- The New Business Attraction Committee meets on the first Wednesday of each month at Noon.

D) Approval of Meeting Minutes: The minutes from the June meeting and Annual meeting were in the One Drive for review.

Amanda Hastings made a motion to approve the agenda as presented. Tory Hart seconded, and the motion passed unanimously by voice vote.

E) Account Status Report: A brief financial summary was given.

Amanda Hastings made a motion to approve the financials as presented. Tonya Perkins seconded, and the motion passed unanimously by voice vote.

F) Affirm JSDC- Appointed City of Jamestown Representative: The recommendation from the Nominating committee presented the recommendation of Jamestown Mayor, Katie Hemmer, to be the JSDC – Appointed City representative for the JSDC Board of Directors At-Large member. Discussion was briefly had on the JSDC bylaws for how appointment takes place for positions.

Amanda Hastings made a motion to approve the affirming of Katie Hemmer as the JSDC Appointed City of Jamestown Representative. Jen Dockter seconded, and the motion passed unanimously.

F.1) Resignation of Ben Steinlofson: As of today, Ben Steinlofson has resigned from the board with this being his last meeting due to moving. There was a recommendation from the nominating committee to keep the seat vacant until the end of the year when we will have an additional role to fill with the rotation on the Executive Board.

Mike Delfs made a motion to approve the resignation of Ben Steinlofson from the JSDC Board and to keep the seat vacant until the end of the year. Casey Henderson seconded, and the motion passed unanimously.

G) Staff Reports:

Corry: Corry reported on the sustainable Aviation Fuel project and that wetland studies have been completed and more conversations are being had on the project. The HLCP project is continuing to move forward out at SEPA. There is discussion for an Animal Ag Facility and he is conducting a visit to a site in SD in the coming weeks with Levi. Road construction in Spiritwood on 94th is being worked on due to pipeline work. GTL site – preliminary discussion and site plan potential. One bid opening for the housing development in the SW part of town as the Developer Agreement was signed and the development in the SE part of town has bids opening in the coming weeks. JSDC will continue to work on our strategic plan and executable goals.

Alyssa: Alyssa reported that back in the office after her leave and is catching up on things. She is closing out some Flex PACE legal documents this week as well as attending meeting with Corry.

K) Ex-Officio Reports:

City of Jamestown: Katie, Shannon and David reported on the City of Jamestown.

Stutsman County: Amanda reported on the county.

Jamestown Chamber of Commerce: Emily submitted a written report on the chamber.

Jamestown Tourism: Emily submitted a written report on tourism.

ND Job Service: Danica was not present to report on Job Service.

SBDC: Paul reported on SBDC, they are still hiring for another business advisor for their office.

Adjourn: Jeremy adjourned the meeting at 12:23 p.m.

Respectfully submitted – Alyssa Looysen, Director of Business Development