



# Lansing Economic Development Corporation

Board of Directors Meeting

**Friday, August 8, 2025 – 8:30 AM**

Lansing EDC Office - 401 S. Washington Sq. Suite 101, Lansing, MI 48933

## MINUTES

**Members Present:** Shelley Davis Boyd, Catherine Rathbun, Dr. Alane Laws-Barker, Jonathan Smith, Bryan Britten, Dr. Cristina Benton, Calvin Jones, Rawley Van Fossen

**Members Absent:** Chaz Carrillo

**Staff Present:** Kris Klein, Brian Swett, Alex Watkins, Aurelius Christian, Kimberly Lavon

**Guests:**

### Call to Order

Chair Shelley Davis Boyd called the Lansing Economic Development Corporation meeting to order at 9:38 A.M.

### Approval of LEDC Board Meeting Minutes – Friday, July 11, 2025 (ACTION)

MOTION: Member Smith moved to approve the LEDC meeting minutes from Friday, July 11, 2025, Board of Directors meeting, as presented. Motion seconded by Member Laws-Barker.

YEAS: EIGHT (8); Unanimous; motion carried.

### Financial Update

Swett offered updates on the Lansing EDC financials. It was requested that the financial reports be presented monthly.

### Operations Update:

a. HR Recommendations

Klein updated the Board on the status of the revised Team Member Handbook and the development of performance measures for all employees.

*The Lansing EDC's Mission is to improve the Lansing community by fostering economic growth that is strategic, sustainable and equitable.*

b. Job Posting

Klein informed the Board of posting for a Director of Economic Development and that this role is part of the effort to develop departments within the organization and that the position will have direct reports.

c. Project Management Tool

Klein updated the Board on efforts to implement new project management software called Pipedrive which will assist with internal processes and workflow as well as external reporting on projects and programs.

### **Project and Program Updates**

a. SEED Academy Graduation

Klein recapped the August 4<sup>th</sup> Graduation for the inaugural cohort of the SEED Academy and mentioned the launch of Cohort 2 is scheduled for mid-October. Member Jones suggested the Board Chair share comments at future graduation ceremonies.

b. REO Town Grant Initiative

Klein provided the Board a draft copy of the REO Town Talent District funding pitchbook created as part of efforts to seek a Michigan Talent Partnership Program grant award for the district. It was requested that a digital copy of the packet be shared with the Board.

c. Lansing Pitchbook

Klein shared an update on efforts to create a Lansing Pitchbook that will summarize tools and resources available for development projects and businesses as well as highlight premier sites for investment throughout the city.

### **Open Forum for LEDC Board Members**

Member Rathbun discussed planning a gathering.

Member Laws-Barker shared two event opportunities including a Melanated Business Alliance Business Mixer on August 20, 2025 at Jollof and a Youth Small Business Expo planned for November 19, 2025.

Member Jones shared Board of Water and Light's Walk/Run event on Saturday.

### **Other Business**

None

**Public Comment**

None.

**Adjournment**

Chair Shelley Davis Boyd called the Lansing Economic Development Corporation meeting to adjourn at 10:03 A.M.

A handwritten signature in blue ink, appearing to read "Kris Klein", is written above a horizontal line.

Kris Klein, President & CEO  
Lansing Economic Development Corporation (LEDC)