



EDC Board Minutes

July 18th, 2017

Board Members Present:		Board Members Not Present:	
Tammy Crossley	David Yamamoto		
Ross Tomlin	Suzanne Weber		
Michele Bradley	Doug Olson		
Garry Bullard	Ed Gallagher		
Mike Bever			
Staff Present:	Nan Devlin	Amy Blackburn	Laura Gruenewald
	Meghan Burdick		
Public Present:	Joe Meyer	Gus Meyer	KC Fagen
	Brian Cameron		

Call to Order

The meeting was called to order by 11:31 pm by Chair Michele Bradley and introductions were made.

Public Comment for Items not on the Agenda – None

Election of Board Officers

A motion to keep the same slate of officers of the executive committee in their perspective roles was made by Tammy Crossley and seconded by Mike Bever. The motion carried.

Board Member applications, interviews, and consideration

There were originally two applicants but one withdrew realizing his schedule was too busy already. Upon request by Chair Bradley, the other applicant, K.C. Fagen, spent some time with introductions and telling the board a little bit about his interests, involvement in the community, other boards he’s involved with, etc. After a short Q&A, a motion was made by Doug Olson to appoint K.C. Fagen to the vacancy position on the board, Suzanne Weber seconded it. The motion carried.

Consent Agenda

Amy Blackburn mentioned that May financials were approved in the July meeting and June financials will stay open for probably 2 months because of end of fiscal year. She ran prelim numbers for EDC and they look like it will be about break even. Included in packet is the RLF numbers and Director Devlin has some updates on the Beaver Store default loan which she'll report a few line items down on the agenda. A motion to approve the minutes of the June 20th, 2017 meeting and the EDC, VTC and Revolving Loan Fund financial reports was made by Suzanne Weber and seconded by Tammy Crossley. The motion carried.

Old Business

Beaver Store Default Loan/Update

The EDC is second trust behind ColPac and currently owed around \$7k. ColPac has taken the lead in filing paperwork in reclaiming the property through their attorney and we've followed suit. There is an offer on the table for the property but there are many hoops that'll need to be jumped through, back taxes, etc. The total amount that is owed to ColPac and the EDC is not a large amount, there should be plenty of equity in property to cover.

Tourism Banquet Date

Due to conflict of dates and times for catering, venues, and keynote speakers, the board discussed different options and tentatively chose October 5th with Director Devlin and staff narrowing in on what will work when and with the most attendees.

EDC Grant Update/Use

The EDC has received a RMRF loan to give out to microenterprises which include a grant to use for technical assistance. Amy is working with point of contact at the USDA to make sure the money is used properly and within timelines, are the parameters set or can they be changed, and if the thresholds that were set can be lowered. She'll come back next month with more information.

Subcommittee Update

Doug Olson spoke about the subcommittee meeting last week and it was determined that it would be in the best interest that the SBDC and the EDC separate. Prior to 2008-09 they were separate organizations though they've always worked close. With the combined, each organization pays half and you usually get what you pay for with strains on each side. The Subcommittee would also like the director of the SBDC position to serve on the EDC board. Secondly, looking at the original founding IGA, that document is now 21 years old and needs some reconstruction. They'd like to start on that sooner than later. The process needs to be talked about and decided on. Third, looking at the EDC funding, less will be coming from the County and should not be relied upon. The EDC is not in any position financially to go out and hire a full time director. The proposal is that for the next 18-24 months retain Nan as the interim director and create an Economic Development Coordinator position. That person would work entirely on the economic development activities with the help of the board and Director Devlin. If there isn't enough money to hire a full time, then perhaps a contractor. It might even be better to start off as a contracted position. Parallel to that, the subcommittee recommended to start working on a strategic plan that shows what other rural areas concentrate on and what our coastal/country county has and needs. This can either be done via the

EDC Board or hire an outside consulting firm. Reconfirmation on the roles, Nan would be the vision and strategy, the coordinator would be the soldier that would enact that. Some concerns by the board if that would be too much for Director Devlin as they appreciate the job she's doing now with Tourism and wouldn't want to overwhelm her. She feels with Meghan Burdick on board things will run well, sees this as a transitional period, and she doesn't mind overseeing for now. Mike Bever commented that though they've only been in this situation for a couple weeks now, he feels that there's already been a breakthrough, uncovering ideas that haven't been fully developed, opportunities that hadn't been pursued, etc. This is work in progress and may be shifted in future. It was brought up that membership invoices need to go out and there will be a letter that accompanies it that shows what the EDC is doing and where it's going. Membership is extremely low for a county this size. The new position would require more face to face contact within the county, all the communities, regional meetings, etc.

Ross Tomlin spoke about that the SBDC and EDC director roles are two separate identities. They run off of two ways of reporting success and the metrics have been hard to meet. The college is ready to take the SBDC back as they are to receive more money from the state which would allow the hiring of a full time director.

Garry Bullard spoke about the membership and the dues. He thought it needed to be on a sliding scale rather than the way it's set up now. There was some discuss on do's and don'ts, but nothing concrete on change.

After much discussion, Tammy Crossley moved that the EDC and the SBDC be separated effective per the agreement, Mike Bever seconded. The motion carried. There will be a mutual letter dissolving the two organizations. There was some discussion on the support role for the EDC & SBDC with the addition of a percentage of Tourism as well now. They also made clear that Director Devlin is not overseeing the SBDC, just Tourism and interim for the EDC. Board member Gallagher spoke that he liked the idea of getting a person in the EDC role that would be really active out in the community. He also mentioned on the strategic planning part, find out what the expectations of members are of the EDC? What is it they'd like to see the focus on?

Mike Bever made a motion to support what the subcommittee has done and where they're going as recommended, Tammy Crossley seconded. The motion carried.

New Business

Audit Engagement Letter

Amy Blackburn mentioned that it's audit time again and will take place in November. It covers the EDC and VTC, not SBDC. Suzanne Weber moved to approve the audit agreement and charge EDC President Bradley to sign letter, Doug Olson seconded. The motion carried.

Reports

EDC Interim Director Report

Director Devlin reported on there were two applicants for RLF loans but during initial review they were declined for various reasons. All RLF files are being gone through and cleaned up.

VTC Director Report

Director Devlin reported on:

- They're applying for two Travel Oregon grants – one for participation in the Agritourism Studio for 10k. And the other is Wine Country License plate fund, up to 25k. She'd like to put on a food festival a year from September. Port of Garibaldi is one of the supporters and they'd like to have it in their event tent.
- Outstanding in the field – farm to table or boat to table.
- New book coming out – 25 Hikes, 90 pages
- Earned media - Willamette Week 16 pages of content equivalent to \$43,500. Oregon Coast magazine 11½ pages editorial equivalent to \$32k ad material, and two Grants Getaways pieces
- VTC is officially underwriting Grant's Getaways and that'll give Tourism 6 shows a year and they get to pick which ones.
- Oregon Beach bill video has taken a life of it's own.
- Garibaldi was the scene for Ford truck and Duluth Trading women's clothing commercials.

TAC Liaison Report - None

Board member comments – None

Adjournment

The regular EDC board meeting was adjourned at 1:07 pm by Chair Michele Bradley to reopen in Executive Session per ORS 192.660 (2)(h) (closed). Executive Session was called to order at 1:10pm. This session was for the purpose to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. Executive Session was adjourned at 1:32pm.