

## **EDA/EDC Joint Board Meeting Minutes**

**Thursday, May 11, 2017 – 7:30 a.m. – Granite Tower, 1<sup>st</sup> Floor**

***BIG SKY ED Mission Statement: - Focused on sustaining and growing our region's vibrant economy and outstanding quality of life, Big Sky Economic Development provides leadership and resources for business creation, expansion, retention, new business recruitment and community development.***

**EDA Board Members Present:** Sheri Nicholson, Jennifer Smith, Cory Moore, Robin Rude, Greg McDonald, Paul Neutgens, Dana Pulis, Chuck Tooley, Robyn Driscoll (ex-officio), John Brewer, Terry Bouck (ex-officio), (ex-officio), Mike Yakawich (ex-officio)

**EDA Board Members Absent:** Kevin Gustainis, Mitch Goplen, Mark Qualman, Heidi Jensen (ex-officio)

**EDC Board Members Present:** David Trost, Eric Simonsen, Duncan Peete, Steve Loveless, Kathy Boelter, John Brewer, Scott Chesarek, Mac Fogelson, Wayne Nelson, , John Ostlund, Aaron Ramage, Debbie Singer, James Smith, Jon Stepanek, John Walsh

**EDC Board Members Absent:** Mike Nelson, Craig Bartholomew, David Ellis, Ty Elkin, Doug Hansen, Mike Seppala

**Staff and Guests:** Steve Arveschoug, Brandon Berger, Jim Tevlin, Dianne Lehm, Katy Easton, Patrick Klugman, Karen Baumgart, Lorene Hintz, Allison Corbyn, Liz Ching, Leif Welhaven, Greg Krueger, Tom Howard, Evelyn Pyburn, Leonard Smith, Quintin Eggart, Jack Nichols

### **Call to Order:**

David Trost, EDC Chair, called the meeting to order at 7:30 a.m., then took a moment to ask guests who are not Board or Staff members to introduce themselves.

Everyone stood to do The Pledge of Allegiance

### **Public Comment/Recognitions/Special Announcements:**

Steve mentioned Jack Nickels has been re-appointed to the Governor's Advisory Council for Economic Development.

Steve gave recognition to Jim Tevlin, as celebrating his fifteenth year as Controller at Big Sky Economic Development. Jim was awarded a plaque for his appreciation and dedication.

Quint Eggart of EEC gave an update on the old Battin Building. The building should be abated by the end of May to the first week of June. They intend to build a parking garage at some point in time. The finished product should be this winter or sometime next year, depending on when somebody signs the contract. Lease numbers should be available in the next six weeks.

**Agenda Changes:** None

### **Consent Agenda:**

**Approval of April 2017 Board Meeting Minutes and March 2017 EDA and EDC Financials**

**Motion:** Cory Moore to approve the Consent Agenda as presented to the Board.

**Second:** Jennifer Smith

**Discussion:** None

**Motion carried**

### **FY 2018 Budget Discussion – Jim/Steve**

Jim gave an update on our budgets to the board. One of the most obvious changes would be for Big Sky Economic Development to ask for the entire mill levy. This extra money would be useful for our Community Development team, as they look to continue improving our city and surrounding area.

Steve noted the EDC budget contemplates the merger being completed and having the staff in Helena. In the EDC budget you'll see more income but also more expenses related to the EDC. We're net to the good but those numbers have gotten larger because of the portfolios and additional staff coming together. Steve also discussed the position regarding the TEDD Infrastructure Master Plan Funding Plan.

### **Regular Agenda:**

#### **Program Reports/Consideration**

##### **Business Recruitment and Outreach – Allison**

Allison gave an update about GE/Zoot. At this point, there is a rough draft for the buy/sell agreement with Zoot and it will be discussed further in the coming weeks. There is also a drainage issue in one of the lawns at the facility that needs to be addressed.

##### **Business Finance – Brandon**

Brandon postponed loan approvals as there were no lenders present. Instead, Brandon spoke about changes to our bylaws. One of the changes is a two-class membership: A=will have the right to vote and will pay dues. B=members will not be able to vote but also won't pay dues. The purpose of the Class B members is in order to have a member outside of Yellowstone County as part of our group, we need them for our Loan Committee. Since we are bringing in a group out of Helena, we want to expand the Loan Committee. In order to be on the Loan Committee, they have to be a member.

Motion: John Walsh to approve the proposed changes to the by-laws as presented to the Board.

Second: Duncan Peete

Discussion: None

Motion carried

Brandon spoke of the Agreement between Big Sky Economic Development Authority and Big Sky Economic Development Corporation. Services that we have, basically because we are all employees of Big Sky Economic Development Authority, there's a contract agreement between EDA & EDC to share those services of these employees. Every year this agreement is reviewed by SBA. This year they came back for us to make an amendment under Section 6, Item 6.1. We're amending the term of our Agreement to be two years with one two-year renewal which makes it a four-year term. We will do a new Agreement as part of our budget cycle for the next two years. July 1, we will have a new Agreement in place.

Motion: Duncan Peete recommendation to change Section 5.1 to 6.1 of the Management Services Agreement as presented to the Board.

Second: Sheri Nicholson

Discussion: None

Motion carried

##### **Community Development**

Katy gave a power point with an overview explaining Coal Study. She explained the three goals to look at this project. Goal number one is evaluating the impact of the Coal Industry on the economy of a fifteen county study area. Goal number two was of analyzing the Coal Industry Workforce and how it's affected in that area and over a statewide region. Goal number three being of developing strategies to address potential changes the coal economies looking at diversifying and strengthening these economies as we look forward in the changing coal industry.

David Trost introduced Jim Atchison, Executive Director of Southeastern Montana Development, based in Colstrip. Jim gave an update of the Colstrip diversification strategy and a legislative update as it pertains to coal and Colstrip.

#### **Billings Works – Karen**

Karen spoke of the Executive Summary for the State of the Workforce report for 2017. She spoke of three areas to focus on; trends in workforce development, our challenges, and our opportunities. One statistic was pointed out under trends about professional positions. An increase was reported that the number of qualified applicants went up nine percent of professional positions. Then about our challenges, the big challenge is the fact we will have 32,500 job openings in the next ten years. We have a percentage of sixty one percent saying their businesses can't grow due to lack of qualified workers. Karen spoke of the different accomplishments they have done regarding opportunities. She mentioned the Steering Committee met on Tuesday to talk about what they are going to do in the upcoming year.

#### **Organizational Marketing – Melanie**

Melanie spoke of it being Economic Development week as designated by the International Economic Development Council. We are one of fifty accredited Economic Development Organizations in the world.

David Trost read a letter from Mayor Hanel recognizing Big Sky Economic Development for their success and accreditation.

Liz Ching, with the Governor's office of Economic Development, here in Billings, read the letter from Governor Bullock on congratulating Big Sky Economic Development, during the celebration of Economic Development Week.

#### **Executive Director's Report/Consideration – Steve Arveschoug**

Steve announced of our hiring of an Operations Director. That person will run the day to day operations of the organization. He announced Becky Rogers will be our first Operations Director for Big Sky Economic Development. She comes to us with a very strong business background. May 24 is her start date. He also announced Mac Ketterling, from our Business Finance Department is leaving us. We wish Mac the best as he moves forward with Stockman Bank. Steve also announced Mike Waters, a retired Colonel, that was working in our VBOC program, has moved on. We wish Mike the best.

Steve spoke of the notes from our Board and Staff Planning session. From both sessions there was talk about our facilities and where we're going as an organization and our long term strategy to address our own facility needs as we look to strengthen our ability to impact the community.

Steve mentioned of wanting to form a small Board Member, Staff Task Force to take some time analyzing where we're at for our facilities.

#### **Public Comment:**

James Smith thanked Terry Bouck and his team for their work on the recent elections.

Chuck Tooley thanked Katy and her team on the Coalition report. Chuck serves on the Board of an organization called Wheeler Center for Public Policy, based in Bozeman, a non-profit organization that produces symposiums and conferences. They will be doing a conference in April 2018, in Billings on the future of coal.

David Trost mentioned it is not good how politicians are using low unemployment as a goal of theirs. We need to talk about healthy employment as opposed to unemployment.

Leonard Smith, founder of NADC, mentioned he'd like to get more involved in Economic Development.

#### **Meeting adjourned at 9:05 am**

Motion: Eric Simonsen to adjourn EDA/EDC Joint Board Meeting

Second: Greg McDonald

Discussion: None

Motion carried

Next Meeting – June 8, 2017

Respectfully submitted,

David Trost, EDC Chair

Steve Arveschoug, Executive Director, Big Sky EDA-EDC

When approved, minutes and meeting materials will be filed electronically in the Big Sky EDA office.

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