



BIG SKY ECONOMIC DEVELOPMENT

EDA · EDC CREATING MONTANA BUSINESS OPPORTUNITIES

Big Sky EDA/EDC Joint Executive Committee Meeting Minutes

Wednesday, February 1, 2017 – Rosebud Room – Granite Tower

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.

Committee Members Present: EDA – Sheri Nicholson, Jennifer Smith, Cory Moore, Robln Rude, Kevin Gustainis
EDC – Eric Simonsen, Mike Nelson, Steve Loveless, Duncan Peete

Staff and others Present: Steve Arveschoug, Jim Tevlin, Brandon Berger, Melanie Schwarz, Dianne Lehm, Julliette Kurtz, Tom Howard, Mary Lou McMillan (recording secretary)

Sheri Nicholson, EDA Chair, called the meeting to order at 7:30 a.m.

Public Comments: None

Changes to the Agenda: Steve added we're still missing a few 'Conflict of Interest' statements. There are copies if anyone hasn't signed one yet.

➤ **Approval of EDA/EDC Executive Committee Minutes**

Motion: Kevin Gustainis - to approve and forward to the Board of Directors, the January 2017 Executive Committee Minutes as presented to the Executive Committee.

Second: Eric Simonsen

Discussion: None

Motion Carried

➤ **Approval of EDA/EDC Financials – Jim Tevlin**

a. Jim explained there is no issue with the EDC Financials related to the receipt of revenues. It's just a question of time. On the EDA Financials there's nothing to report. Jim and Steve looked at the financials and have since made a projection of where they would like to be headed for the rest of the year.

Motion: Steve Loveless, to approve and forward to the full Board, the December 2016 Financials, as presented to the Executive Committee.

Second: Duncan Peete

Discussion: None

Motion Carried

➤ **Executive Director's Report – Steve**

a. **Update: GE – Next Steps (Appraisal Request)**

Steve sent out an email to the Executive Committee regarding the need to move forward with an appraisal on our GE Building. He would like to confirm with the vote of the Executive Committee to move forward with the appraisal with a ceiling of \$15,000.

Motion: Cory Moore, to approve and forward to the full Board to move forward with the appraisal with the sealing of fifteen thousand dollars.

Second: Eric Simonsen

Abstained: Mike Nelson

Discussion: None

Motion Carried

b. Update: Legislative Priorities/Local Option Authority

Eric Simonsen mentioned there was a meeting with the commissioners. Two thirds of the commissioners were in favor of supporting the local option sales tax. It's still unknown exactly when it will be introduced on the floor, but there is hope of having our state legislators give local voters the opportunity to decide if they want a local option sales tax.

Motion: Duncan Peete, to approve and take to the full Board to recommend supporting the local option sales tax.

Second: Robin Rude

Discussion: None

Motion Carried

c. Confirm Staffing Plan/Funding for BSED Administration

Steve has proposed some changes to the staffing needs. In lieu of an Executive Assistant position, we would instead look for a Director of Operations. This change would allow him and the rest of the team, to focus on key internal and external initiatives that will return value to our organization and community.

➤ Program Directors Updates

Business Finance – Update: Merger Application to SBA – Brandon

Brandon is working on the application to SBA. He spoke of some of the changes being made to the by-laws to be ready to send to the attorney.

BillingsWorks – Update: Melanie

Melanie mentioned they are in the final process of doing interviews for a new BillingsWorks Director.

Melanie stated they are close to wrapping up the CTE Director Funding needed to partner with the School District and have a CTE Director full time in our community.

Melanie spoke of the survey that will be telling of the Workforce in Yellowstone County. Job Service is helping with the second round of announcements. A full media tour has been done. Now the task is encouraging employers to participate in the survey.

Community Development – Update: Dianne

Dianne spoke of the TEDD Infrastructure Master Plan/Opportunity Fund Proposal. She said they met with MDT discussing doing an infrastructure master plan for the Lockwood TEDD. Monday they went to the Commissioners Discussion and presented the proposal idea to them. They asked Community Development to work with Dan Schwartz, the County Attorney. He would draft an agreement that would allow for future increment to be paid back after completing the infrastructure master plan and meeting MDT's mid-summer deadline. The next portion is to finalize the agreement with Dan Schwartz and then bring before our Board and to the Commissioners to assess the final agreement.

Steve mentioned there are attorneys coming from GE today to meet with our attorneys. The purpose of the meeting is to walk through the lease so we both entities know what the boundaries are and what the context is for our future work with GE.

Melanie spoke of the registration for the spring Member Investor Forum. Today is the day the registration opens. This year's theme is 'Security for your Business'. Melanie met with the sponsors yesterday and had a MI come to us requesting to sponsor the event. We have vendors coming to talk about new security options for businesses, education facilities, hospitals, and factories. This will include how to handle active-shooter situations for your business. One of the keynote speakers, David Wallace, works with many government agencies and for Surveillance One. Another keynote speaker is a Montana Special Agent from the FBI, talking about Cyber Security and what's really happening in today's Montana. The event is on March 22. It is fully sponsored and no charge to attend.

Sheri mentioned Allison Corbyn made this year's 'Under 40' group that was in the Billings Business Journal and the Gazette. Be sure to congratulate her if you see her.

Public Comment: None

Meeting Adjourned at 8:53 am

Motion: Cory Moore, to adjourn EDA/EDC Joint Executive Committee Meeting

Second: Robin Rude

Discussion: None

Motion carried

Next Meeting – March 1, 2017 – Rosebud Room, Granite Tower

**Respectfully submitted,
Sheri Nicholson, EDA Chair**

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