

Big Sky EDA/EDC Joint Executive Committee Meeting Minutes
Wednesday, June 6, 2018 – 7:30 A.M to 9:00 A.M.
Rosebud Room, 2nd Floor – 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 –** Cory Moore, Jennifer Smith, Paul Neutgens, Sheri Nicholson
EDC – David Trost, Eric Simonsen

Staff and others Present: Steve Arveschoug, Austin Trunkle, Jim Tevlin, Evelyn Pyburn (Big Sky Business Journal)

Call to Order:
Jennifer Smith, EDA Chair, called the meeting to order at 7:30 A.M.

Agenda Changes for Today’s Meeting:
There were no changes to the agenda

Public Comments:
None

Agenda:
Approval of EDA/EDC Executive Committee Minutes of April 2018

Motion: Sheri Nicholson, to approve and forward to the Board of Directors, the Executive Committee Minutes as presented to the Executive Committee.
Second: Cory Moore
Discussion: None
Motion carried

Approval of EDA/EDC Financials_– Jim
April 2018 EDA and EDC Financials

Jim then presented the April financials. Jim reiterated that the operating income will suffer due to the tax protests and smaller-than-normal origination fees collected from our SBA 504 Loan Program. Sheri asked if we had a plan to address the internal technology needs. Jim said there was money set aside for such an occasion and that Becky and Steve had already broached the subject with him.

Motion: Sheri Nicholson, to approve and forward to the Board of Directors, the April 2018 EDA and EDC Financials as presented to the Executive Committee.
Second: Paul Neutgens
Discussion: None
Motion carried

Review Proposed FY 2019 Budgets and FY 2019 – FY 2020 Strategic Plan/Strategic Priorities

Steve presented an abbreviated edition of the BSED Strategic Plan for the Committee. This is merely the outline of the strategic plan. Each program will provide a more in-depth breakdown of the bulleted items on the outline, which the Board should see in a week's time. Along with the Strategic Plan, Jim addressed the proposed FY19 Budget. One of the most important aspects of this budget process is how Jim arrives at his key assumptions. First, the EDA, as already discussed, there will be a new position designed to support the Member Investor Program as well as BillingsWorks, and Recruitment. Regarding the PTAC team, the federal reimbursement rate of the PTAC program has increased substantially and could perhaps lead to an additional position down the line. David asked if there is any near-term possibility to help accelerate the impact of the PTAC program. There is certainly the ability to add a staff member to that department, but our line of sight on the matter hasn't been determined as of yet. Jim addressed some additional figures and elaborated on the specifics surrounding how the numbers were determined. Onto the EDC portion, one of the discussion points revolved around the projected figure for the SBA 504 Loan Program. Asked if this number, \$8.5m, is attainable, the answer is yes. Jim mentioned we are trusting Brandon's judgement on this figure. Steve asked if there is a way to balance our budget without dipping into the interest gained from our State Small Business Credit Initiative. Jim mentioned that the interest earned is extremely minimal and the account is rarely drawn from. One of the biggest pushes this budget cycle will be increasing the revenues from the Member Investor Program. Melanie is confident that she will reach her targets, especially when additional help is hired to assist the program. There was also extended conversation regarding the rate of Member Investor dues. The number accompanying each level has never increased and there is an opportunity in the future to perhaps raise the rates. Jim wanted to also make mention that as the Levy increases at a steady, but modest rate, we need to remain mindful that we may eventually outpace what expenses the Levy can cover. A discussion about Community Development lead to a separate conversation regarding Coulson Park. Steve explained to the Committee where the money allocated by the Governor was to be spent. \$45,000 was contributed to the Coulson Park Masterplan, \$250,000 pledged to initial infrastructure improvement, and \$110,000 to repair the boat-launch and parking lot.

Motion: David Trost, to approve and forward to the Board of Directors, to adopt the strategic plan and proposed budget as presented to the Executive Committee.

Second: Eric Simonsen

Discussion: None

Motion carried

Executive Director's Report – Steve

Opportunity Fund Criteria Review

Steve emphasized his desire for the Committee Members to participate in dialogue regarding how we allocated the funds.

One Big Sky District – Development Plan Agreement

On the discussion of the One Big Sky District, the hope is that the partners and the development group will be comfortable presenting the document to City Council on this coming Monday night. David mentioned that our community is very lucky regarding the development group's patience in allowing this generous timeline.

Motion: David Trost, to approve recommending the Agreement to the full Board as presented to the Executive Committee.

Second: Eric Simonsen

Discussion: None

Motion carried

Program/Org. Director's Updates

Operations: Future Facilities Taskforce RFP

With the preliminary BSED Office Space RFP up for review, Cory added that some of the wording needs to be re-tooled and Eric said that a scoring system for the criteria needs to be in place.

Motion: Cory Moore, to approve and forward to the full Board the BSED RFP for office space with proposed edits, as presented to the Executive Committee.

Second: Paul Neutgens

Discussion: None

Motion carried

EDC Special-Election Status (MSUB Chancellor) - Steve

Regarding the special election of Chancellor Edelman to our Board, Steve met with him yesterday and the Chancellor enthusiastically confirmed that he would like to participate. The topic of the fundraising for a new science building at MSUB was brought up and discussed among the Committee.

June Board Meeting – time change 7:00 A.M. to 9:00 A.M. (w/breakfast)

July 4th Executive Committee Meeting moved to July 2nd at 3:00-5:00 P.M.

Executive Session: None

Public Comment:

Sheri made a point to ask Steve, though the One Big Sky District process has been laborious, if he believed it was worth all of the time he has spent on the issue. Steve replied that he absolutely thinks this is a very important opportunity for our community.

Meeting adjourned at 9:01 A.M.

Next Executive Committee Meeting – July 2, 2018, 3:00 -5:00 P.M.

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