

EDA/EDC Joint Board Meeting Minutes

Thursday, February 9, 2017 – 7:15 a.m. – Granite Tower, 1st 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, Kevin Gustainis, Robin Rude, Mitch Goplen, Greg McDonald, Paul Neutgens, Dana Pulis, Mark Qualman, Chuck Tooley, Robyn Driscoll (ex-officio), John Brewer (ex-officio), Terry Bouck (ex-officio), Mike Yakawich (ex-officio)

EDA Board Members Absent: Cory Moore, Heidi Jensen (ex-officio)

EDC Board Members Present: Duncan Peete, Mike Nelson, Craig Bartholomew (by phone), Kathy Boelter, John Brewer, David Ells, Ty Elkin, Mac Fogelsong, Doug Hansen, Wayne Nelson, Aaron Ramage, Mike Seppala, Debbie Singer, Jon Stepanek, John Walsh

EDC Board Members Absent: David Trost, Eric Simonsen, Steve Loveless, Scott Chesarek, John Ostlund, James Smith

Staff and Guests: Steve Arveschoug, Sara Hudson, Jim Tevlin, Brandon Berger, Melanie Schwarz, Allison Corbin, Dena Johnson, Lorene Hintz, Austin Trunkle, Deanna Langman, Patrick Klugman, Martha Sheehy, Chancellor Ron Larsen, Shea Dawson, Becky Salyer, Juliette Kurtz, Mary Lou McMillan (recording secretary)

Call to Order:

Sheri Nicholson, EDA Chair, called the meeting to order at 7:15 a.m. with the Pledge of Allegiance.

Public Comment/Recognitions/Special Announcements:

Public Comment: Martha Sheehy, of the Board of Regents, did an introduction of the new Chancellor of MSUB, Dr. Ron Larsen. Dr. Larsen has had a long involvement, not only in the University System, but in Montana State University. He's been Chair of MSU's faculty council which gives provides him with a great deal of experience as he moves into his new role.

Dr. Larsen spoke briefly, introducing himself to The Board. He mentioned he looks forward to his new position as Chancellor at MSUB.

Agenda Changes: Steve mentioned there will be a change in the progress report. SBDC will follow the other departments in the Program Progress Reports as they have guests in that department to be introduced. Otherwise the agenda is 'as is'.

Consent Agenda:

Approval of January 2017 EDA/EDC Joint Board Meeting Minutes and the December 2016 EDA/EDC Financials
Motion: Kevin Gustainis, to approve the January 2017 EDA/EDC Joint Board Meeting Minutes and the December EDA/EDC Financials as presented to the Board.

Second: John Walsh

Discussion: None

Motion carried

Mid-Year Budget Review

Jim reviewed the mid-year update for EDA/EDC budget. On the EDC schedule of the Profit and Loss he mentioned an assessment of where Big Sky Economic Development is up to mid-year. He has actual data from the end of December projected thru the rest of the year. On the EDA schedule of the Profit and Loss he explained that Big Sky Economic Development has a lot of vacancy savings in terms of staffing and salaries.

Motion: Mike Seppala, to approve the Mid-Year Budget Review as presented to the Board.

Second: Debbie Singer

Discussion: None

Motion carried

Regular Agenda:

Legislative Priorities – Update: Recommendation on MIC

Local Option Infrastructure Authority and Property Tax Relief Act

Steve spoke of the Ad Hoc Legislative Committee Recommendation being received favorably by our Executive Committee. This is in relation to the proposed legislation for Local Option Authority. Big Sky Economic Development (BSED) fully supports the "Local Option Infrastructure and Property Tax Relief Act" as proposed and supported by the Montana Infrastructure Coalition. This legislation is one tool that would support our community's efforts to make strategic investments in quality of place infrastructure, and is within the scope of our economic and community development mission.

John Brewer thanked Steve and the members of the Executive and Ad Hoc Committees on discussions of the Local Option Infrastructure Tax.

Motion: Chuck Tooley, to approve BSED support for the legislation regarding the Local Option Authority as presented to the Board.

Second: Duncan Peete

Abstained: Debbie Singer

Opposed: Kevin Gustainis

Discussion: None

Motion Carried

Loan Approvals – Brandon

Brandon informed the Board of the following SBA 504 loan requests:

1. L & L Site Services, Inc. (LANDAN, LLC) – Purpose of this request is for the acquisition of land and new building construction for L & L Site Services located in Belgrade, MT.

Motion: John Walsh, to approve the loan request for L & L Site Services to the full EDC Board for submission to the Small Business Administration for final approval.

Second: Kevin Gustainis

Discussion: None

Motion Carried

2. SWIM, LLC/Marinefighter, LLC (Sidewinders Tavern) – Purpose of this request is for the acquisition of land and new construction for a new bar/restaurant to be in Bozeman, MT.

Motion: Mike Seppala, to approve the loan request for SWIM, LLC/Marinefighter, LLC (Sidewinders Tavern) to the full EDC Board for submission to the Small Business Administration for final approval.

Second: Debbie Singer

Discussion: None

Motion Carried

3. Mattress Land USA, Inc. – Purpose of this request is for the financing of a new commercial building for Mattress Land USA, Inc.

Motion: Duncan Peete, to approve the loan request for Mattress Land USA, Inc. to the full EDC Board for submission to the Small Business Administration for final approval.

Second: Mike Seppala

Abstained: Ty Elkin

Discussion: None

Motion Carried

February 2017 Program Progress Reports

Business Support Services

Business Finance – Brandon Berger

Brandon gave the mid-year update on the Finance Department. He gave a quick overview of the organizational opportunities and program goals of the SBA 504 Loan Program.

Veteran's Business Outreach Center – Sara Hudson

Sara presented a short video 'We're going to fly now'. VBOC's mission is to help veterans and their immediate families start or grow a small business through training, workshops and one on one counseling.

MT Procurement and Technical Assistance Centers – Deanna Langman

Deanna stated MT Procurement Technical Assistance Center provides the bridge between government agencies and Montana businesses who want to sell goods and services to the Federal, State and Local governments. She presented a video of one of her PTAC clients. The clients spoke to the help and guidance they received when applying for a government contract through PTAC.

BillingsWorks Workforce Council – Melanie Schwarz

Melanie reported on the Mid-Year Progress Report on BillingsWorks. She spoke of three partnership projects, America's Promise Grant, RN to BSN and CTE Director Partnership, BillingsWorks. She also spoke about the search for the new Director for BillingsWorks. The goal is to have a new director by March 1st. Melanie gave a discussion on the Job Jamboree which is the largest job fair in Montana being held at the Metra on March 15. While on the subject of talent attraction, she mentioned she will be headed to two job fairs, one in Bozeman, and one in Missoula. She will be taking with her the top one hundred jobs in Billings, MT for college graduates. She asked if anyone has a job opening at their business that a college graduate may be interested in. She will take that information with her to the fairs.

Small Business Development Center/BEAR – Dena Johnson

Dena introduced Lorene Hintz, SBDC's new Regional Business Advisor on the team. Lorene spoke briefly about herself.

Dena explained some of the highlights on SBDC's Mid-Year Progress Report.

Two of Dena's SBDC clients, Shea Dawson, owner of Thirsty Street Brewing Co., and Becky Salyer owner of Bumps 'N Bundles. They are two of Billings Regional Success stories, here to speak of how the SBDC had helped with their businesses.

Executive Director's Report/Consideration – Steve Arveschoug

Update: Staffing Plan Proposal (Director of Operations/Admin Support)

Steve updated the board on the staffing plan. He has proposed to our Executive Committee that we go to a director of operations position. The Executive Committee decided to move forward in this direction rather than that of an executive assistant. This entails a higher level leadership position for the day to day operations of the organization.

GE Update: Big Sky Economic Development is in the final stages of a potential settlement agreement with GE. We provided an outline of our expectations to GE and they've come back with a proposal that very nearly mirrors our expectations. The potential settlement would accomplish an agreement that sees that GE would fully meet the obligations and leave payments that are scheduled thru January 2021.

Public Comment:

Sheri congratulated Allison as she was a 40 Under Forty recipient. Dena also mentioned a guest of hers, Becky Salyer, was in the newspaper as one of this year's 40 Under Forty recipients.

Meeting adjourned at 9:05 am

**Next Meeting – March 9, 2017
Respectfully submitted,**

Sheri Nicholson, EDA 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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