



**Our mission:** “To foster an innovative and resilient economy for North Central Washington’s Businesses, Workers, and Families.”

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## NOVEMBER BOARD MEETING MINUTES

Wednesday, November 9, 2022, at 9:00 am

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### WEB CONFERENCE AND CALL-IN INFORMATION:

Join Zoom Meeting <https://us02web.zoom.us/j/85918089358>

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**Designated Representatives:** Kurt Danison (Past Chair), Matthew Pleasants (Chair), Craig Larsen (Vice-Chair) Renee Swearingen (Treasurer), Roni Holder-Diefenbach (Secretary), Chris Branch (Okanagan County Representative), Gina Muller (Chelan County Representative), Jim Huffman (Douglas County Representative), Mima Cole (Minority Representative), Melissa LaFayette (Public Sector), Sarah Brown (Methow Valley), Jill Thompson (Waterville Mayor), JC Baldwin (Small Business), Joe Gluzinski (Small Business), Olga Camarena (Private Sector), Yuritzi Lozano (Education Sector) Vacant Seat (Small Business) Vacant Seat (Hospitality).

### CALL TO ORDER 9:04 am

Vice-Chair Craig Larsen established a quorum with the following board members present: Craig Larsen, Renee Swearingen, Kurt Danison, Chris Branch, Jim Huffman, Trevor Lane, Gina Muller, Melissa LaFayette, Sarah Brown, Jill Thompson, JC Baldwin, and Yuritzi Lozano.

**Staff present:** Alyce Brown (Executive Director), Shandie Howell (Finance Director)

**Guests present:** Charity Duffy (City of Rock Island), Brooklyn Holton (Firm Foundations), Kirk Duncan (Washington Small Business Development Center).

**CONFLICT OF INTEREST** No Board Member disclosed a conflict of interest.

### CONSENT AGENDA APPROVAL

JC made the motion to approve the consent agenda as presented, seconded by Renee. The motion passed unanimously.

### TREASURER REPORT

### DISCUSSION ITEMS

Yuritzi and Alyce will meet on 11/10/2022 to discuss the Center for Entrepreneurship. This will remain a discussion item for now. No additional updates.

No Executive Board members are looking to step down at this time. So, no appointments need to be made at this time.

Regional Priority Projects went out to partners on 11/08/2022. It will go live to the public on 11/15/2022. They will also go in the newspaper, on our website, and on our social media. If anyone has any projects to be ranked for 2023, they have until 12/09/2022 to get those in. Please encourage anyone working on projects that would benefit from federal funding to apply as well. We also need to establish our Priority Project Ranking Committee members. Please let Alyce know if you are interested. We will be making the announcement out to the public by 01/17/2023. Yuritz expressed interest. Craig also stated that he would be happy to be a part of the committee. Applications are to be submitted via Google Forms this year. The top three ranked projects will also have access to our grant writer to help with the process. Projects already submitted to Economic Alliance in Okanogan County will automatically be sent to us by Roni unless they did not meet that deadline. This is the same for Colville Tribes as well.

We were not able to connect with Aplos to review questions on 11/08/2022. We wanted to ask those questions prior to submitting the contract for review by the board.

Due to the change of our fiscal year with the IRS, we should also change our Fiscal Year Budget to match the new July-June fiscal year. However, we are still committed to having an annual meeting each year by the EDA. We have not had one yet for 2022, which means December is our last opportunity to have one. We will present a half-year budget for January to June 2023 at the December meeting. In May 2023, we will shift to having our annual meeting and annual budget review in May instead of December. We just need the motion to make that change.

### **ACTION ITEMS**

**1. Motion 221109-01** – JC made a motion to change the Fiscal Year Budget to align with the IRS Fiscal Year of July to June. Kurt seconded the motion. No further discussion. The motion passed unanimously.

### **EXECUTIVE DIRECTOR / MARKETING AND EVENTS UPDATE**

We are still waiting to hear back from Commerce regarding the Small Business Innovation Fund. This was a multi-partner application.

The Washington State Microenterprise Association grant, which usually helps fund Supernova, is due today, 11/09/2022. We usually hear back on this grant by the end of December. This grant does require a 25% match. Typically this match comes from our sponsors. We will need a motion to sign that agreement if/when we are awarded funds.

The previous grant cycle for our EDA Planning Grant (2020-2022) has now been closed out and deobligated. CARES Act and the USDA RBDG grants have also been closed out and deobligated.

We have submitted the necessary documentation for the Oroville grant as well. We are waiting for it to be closed out.

Sarah Brown shared that she was impressed with the State of Washington Tourism Workspace event and first workshop. Renee echoed Sarah and shared that it was wonderful to have visioning with a purpose. Trevor thanked Alyce for her leadership. Alyce thanked the port for the donation of the use of the CTC Building and for their staff being so accommodating. The next workshop will be in Twisp from 12/06/2022-12/07/2022. It will be held at the Grange, and the focus will be on Outdoor Recreation, Agritourism, and food-based small businesses.

The CPA is working on our 2021 Form 990 and 2022 (short year) Form 990. There was a question raised regarding the October financial reports regarding the Net Income from the Profit and Loss Statement not matching the Net Income on the Balance Sheet. The total does not match because the Profit and Loss Statement is focused on just the month of October reporting period, whereas the Balance Sheet looks at the Fiscal Year to Date reporting period. Craig thanked Shandie for all her work on cleaning up the financials and was very pleased with how they looked when he had a chance to review them.

The USDA RBDG Grant, which funds the Revitalize Plans for Okanogan County and Coulee/Elmer City, kicked off in November. Meetings were held with both communities and Downtown Strategies. Strategic plans are being formed for presentation to the communities in January. At that point, the EDD will step in a little more and guide them through the process.

Brewster and Oroville Revitalisation efforts include a presentation to Oroville on 11/15/2022 to encourage them to adopt the plan. For Brewster, some complications need to be worked on with their committee.

Revitalize Washington was a few weeks ago in Wenatchee. There were several that attended the event and dinner. After the dinner, Alyce was able to take Lisa from WSMA to meet one of the competitors from Supernova. Several previous competitors were also able to have breakfast with Lisa the following morning. It was great to see the interactions and for Lisa to see the camaraderie.

### **COMMITTEE/STAFF REPORTS**

CEDS Committee will come together in January to discuss the 2023 update.

Finance Committee will meet on 12/01/2022 at 8:30 am.

### **Board Member Updates**

Craig shared that the Malaga area data center development project is moving forward. Microsoft is doing a tour of its data center in Douglas in late November.

Kurt shared one of their top-ranked programs is a new reservoir at the Omak airport which will support a fire base for the Department of Natural Resources. The next ranked project is the Downtown Tonasket Rebuilding US 97 Perfect Passage. The third-ranked project is in the City of Okanogan, where they are trying to move some of their water rights to some springs from the creek. Twisp Civic Center opened a week ago. Marshall's is getting ready to open in Omak. Kurt also shared that the housing folks they thought were going to build in Omak have pulled out.

Chris added that, regarding the three projects Kurt mentioned, the county is using about \$500,000 in funds to support those projects. County residents also voted to fund a full communications system. There are some funding gaps they may have to go to the legislature to help close the gaps.

Yuritz let everyone know that the Wenatchee Valley College President would be retiring at the end of the year. Dr. Harrison will be the new President and will be traveling from California, but is originally from Washington.

JC stated that the Air National Guard would begin moving equipment sometime in the new year. There is a place for funding in the Governor's budget despite not having signatures yet. A firm was also hired.

Craig added that the Air National Guard would take over offices at Pangborn Airport under a ten-year lease contract. They will be moving twelve aircraft, and fire response will be one of the key reasons to be there. There will be fifty permanent jobs as well. A 64-room boutique resort will also be opening on the Columbia River.

Kurt also gave a Dollar General update. DG is getting ready to submit its permit in Oroville. They should be applying in Bridgeport too. The Twisp project was dropped because the mineral rights were owned by a previous owner of the property. Since then, the current owners have acquired the mineral rights. So DG may still be interested in Twisp.

**The meeting was adjourned at 9:57 AM by Vice-Chair, Craig Larsen.**

Annual Board Meeting will be in person on Wednesday, December 14, 2022.