



Our mission: "To foster an innovative and resilient economy for North Central Washington's Businesses, Workers, and Families."

JUNE BOARD MEETING MINUTES

Wednesday, June 9, 2021, at 9:00 AM

WEB CONFERENCE AND CALL-IN INFORMATION:

Join Zoom Meeting <https://us02web.zoom.us/j/88942275260>

Designated Representatives: Kurt Danison (Chair), Jim Huffman (Past-Chair), Stacy Luckensmeyer (Vice-Chair), Renee Swearingen (Treasurer), Roni Holder-Diefenbach (Secretary), Chris Branch (Okanagan County Representative), Brooklyn Holton (Chelan County Representative), Mark Botello (Douglas County Representative), Mathew Pleasants (Colville Tribes Representative), Rafael Aguilar (Minority Representative), Mima Cole (Small Business Representative), Aaron Todd (Small Business Representative), Gina Muller (Private Business Representative), and Annette Pitts (Hospitality Representative).

CALL TO ORDER 9:04 AM

Chair Kurt Danison established a quorum with the following board members present Roni Holder-Diefenbach (Okanagan County Economic Alliance), Stacy Luckensmeyer (Wenatchee Valley College Center for Entrepreneurship), Gina Muller (Hilton Garden Inn Wenatchee), Brooklyn Holton (City of Wenatchee), and Chris Branch (Okanagan County), Mathew Hepner (City of East Wenatchee), Jim Huffman (DRPA).

Staff present: Alyce Brown (Executive Director), Crystal Bishop (Associate Director)

Guests: Don Linnertz (TwispWorks), Jill Thompson (City of Waterville), Craig Larsen (CDRPA), Cheryl Nelson (CWHBA), Carlene Anders (City of Pateros), Karen Frisbie (Oroville Chamber), Trevor Lane (WSU)

CONSENT AGENDA APPROVAL

May 12, 2021 Minutes: Don Linnertz made a motion to approve the May 12, 2021 minutes after adjustments are made to the designated representatives. Seconded by Brooklyn Holton. Motion passed unanimously.

TREASURER REPORT

The board received the P&L and balance sheet. Renee Swearingen was not present, so Alyce Brown went over the P&L. There are issues with the numbers because of problems with coding. While the CPA is working on taxes, the organization cannot make adjustments to accounts and categorizations.

Brooklyn Holton made a motion to accept the financial reports as presented with the caveat that the books have been frozen for several weeks. Seconded by Jim Huffman. Motion passed.

ACTION ITEMS

1. **Motion 21-06-01: Financial Reports:** Brooklyn Holton made a motion to accept the financial reports as presented to understand that the reports are inaccurate because the books have been frozen by accountant copy for several weeks. Seconded by Jim Huffman. **Motion passed unanimously.**
2. **Motion 21-06-02: Renewing Wenatchee World Lease:** Jim Huffman made a motion to have Alyce Brown petition Wenatchee World to add a 30-day termination clause to the new annual lease at the Wenatchee World Building and allowing further discussion if the language is rejected. Seconded by Brooklyn Holton. **Motion passed unanimously.**
3. **Motion 21-06-03: WSMA Grant:** Craig made a motion to approve the agreement with WMA as presented. Seconded by Brooklyn Holton. **Motion passed unanimously.**
4. **Motion 21-06-04: Brooklyn Holton Contract:** Jim Huffman made a motion to bring Brooklyn Holton onboard as staff at the EDD. Seconded by Gina Muller. Brooklyn Holton abstained. **Motion passed.**
5. **Motion 21-06-05: In-Person Meetings:** Brooklyn made a motion to start quarterly in-person meetings on the second month of each quarter. Seconded by Don Linnertz. **Motion passed.**
6. **Motion 21-06-06: IEDC Annual Conference:** Jim Huffman made a motion to approve registration and travel expenses for Brooklyn Holton, Alyce Brown, and Roni-holderdeifenbach with an amount not to exceed \$8000. Seconded by Carlene Anders. Brooklyn Holton and Roni Holder-Deifenbach abstained. **Motion passed.**

EXECUTIVE DIRECTOR / MARKETING AND EVENTS UPDATE

Rental Agreement: Alyce Brown let the board know that the rent has been raised by \$20. The building is also up for sale, which adds a 90-day move-out clause if the building sells. The organization has a potential space in the CTC south building that shares space with the SBDC. The executive board had discussed and suggested that the lease for the Wenatchee World building change an annual lease to include a 30-day option to terminate while pursuing the opportunity for the CTC building.

WSMA: Alyce Brown let the board know that the organization won \$35,000 of the \$45,000 ask. Within the scope of work is putting on new classes benefitting small businesses within the region. This class would need to be implemented before the end of June. There was a discussion on the timeline of implementation of the grant dollars.

Brooklyn Holton: Alyce Brown proposed to start a contract to bring Brooklyn Holton on at the organization at \$28.50/hr to the max at 90 hours per month totaling \$2565. Alyce Brown shared the budget as it has been working and feels that there is enough funding to bring Brooklyn onto the EDD, at least through the 2021-2022 fiscal year. The executive board has discussed and supports bringing Brooklyn on as staff at the EDD.

Board Meetings: Alyce Brown proposed to move to have in-person meetings every quarter and continue the zoom meetings on other months.

IEDC Annual Conference: Alyce Brown attended the IEDC conference online. The EDA has been pushing the EDD to attend the annual conference each year. The focus of the conference this year is tourism, tech and innovation, transportation, and arts and entertainment. She asks approval to go ahead and sign-up Brooklyn Holton, Roni Holder-Deifenbach, and Alyce Brown with travel expenses not to exceed \$8000. This would fit within the scope of work and budget for the CARES grant.

Oroville: There will be funding that the City of Oroville will not be able to spend. The quarterly financials have been approved. Alyce Brown is hopeful that the project will be wrapped up by September.

Recovery Project: Alyce Brown went over the agenda of Michael Lythcott and Eric Hovee; the event was a success. There was also success in surveys that showed an overwhelming need for grant writing and help with financial funding throughout the region. Several communities ranked their downtown corridors significantly low, an average of 2.6 out of 5. Oly Mingo has started taking images of opportunity zones.

Supernova: Out of 37 applicants, there were only 12 viable business plans. Those will be broken down to 10 on June 15—then the public voting will open up. The main event will include a two-hour after-party on the lady of the lake in Chelan.

Jim's Corner

Where in the country do you go to find the smallest soft drink? Mini-Soda.

ADJOURNMENT @ 10:01 am

OTHER BUSINESS

NEXT MEETING DATE/TIME: *Wednesday, July 14, 2021 @ 9:00am, location- TBD*