

San Juan County
Economic Development Council

November 20, 2013 • Friday Harbor

DRAFT MEETING MINUTES

Attending:

Members present: Michelle Loftus, Jack Yelverton, Jim Hooper, Gary Franklin, Steve Hushebeck, Bruce Gregory, Marilyn Gresseth, Mark Madsen • Excused: Cathy Cavanagh, Marilyn O'Connor, Lance Evans, John Evans • Recorder: Victoria Compton

Topic	Key Discussion Points and Agreements	Actions and Next Steps
Call To Order	The meeting was called to order at 9:02 a.m. by Jim	
Approval of Minutes	October meeting minutes accepted	M/S/P: October minutes accepted
Continued Business	Mark Madsen nominated and inducted as EDC Board member	M/S/P: Mark Madsen new Board member
Financials	- October financials, all in favor - Salary discussion continued. Moved/Seconded/Passed - To create a compensation package for the EDC Executive Director for 2014, contingent on funding, that includes the below and which will be incorporated into the SJC EDC proposed 2014 budget, to be reviewed and adopted at the December, 2013, Board meeting. - Full time, salaried, exempt position, - \$58470 annual salary, with checks paid twice monthly, equal amounts, - plus \$ 5750 child care reimbursement, any or all of which could be converted to straight salary as requested by the Executive Director, - plus up to \$ 1000 health insurance deductible reimbursement. (Jim's note: Not discussed but to continue in 2014 at the same level as 2013 would include medical insurance, vacation, and paid holidays.)	M/S/P: October 2013 financials approved M/S/P: Compensation package created for EDC executive director for 2014.
President's Report	- Jim: Economic Development Summit was well-attended; four committees came from the discussions: broadband, workforce development/education, business incubator, SJI's branding. - Jim & Victoria made presentations to the Port of Friday Harbor and the Town of Friday Harbor, and attended the Orcas Island Chamber annual meeting. 2014 priorities discussion postponed to December meeting	
Report/Discussion: Forestry	Postponed	
Report/Discussion: Business Support & Development	- Director's Report: ADO meeting in Ellensburg, STEP grant for tech biz on Orcas (\$5k), working on another STEP grant for a local tech export biz; met with local bank for ESL business classes – they will likely fund; Town Council & Port of FH presentations; Orcas Island Chamber of Commerce meeting; Minnie Knych/WorkSource base touch meeting; Economic Development Summit – meetings, setup, data; Dept of Commerce workforce development conference in Mount Vernon – grants in the hopper; Island Trust meeting on sustainable economic development on Dec 3; best practices meeting with Deborah Hopkins; bookkeeping, filing, etc.; met with local bank president interested in solar/other topics; IMA tour; new product marketing for Orcas tech business; WordPress class November 12 + one in December; quarterly report for Dept of Commerce; telecommunications breakdown: convos with agencies. NB: OPALCO meeting on Thursday; women in business article for the <i>Journal</i>; Northwest Washington ADO group meeting - Recruiting new business: Business incubator group will look at medical center in December; looking for VC's and how to organize	M/S/P: Director will go to Island Trust economic development summit in Victoria, BC, using \$500 in budget allocated toward "other projects"

	them around a biz incubator idea.	
Report/Discussion: Economic Policy	Economic Element project will pick up in January; Victoria will have a project timeline done for the January EDC meeting.	
Report: Cust. Exper.	- Town's Sunshine Alley project: project coordinator has been chosen and work will start next year. - Next Island Friendly Spirit meeting is December 4th.	
Announcements	- OPALCO board meeting is on November 21; public is invited for input on broadband. - Elections for three officers will be held at December meeting. - Funding for a LSJI sponsorship is in the 2013 budget; Jim moved to allocate \$600 to LSJI to be used to defray enrollment costs for three enrollees. - Next meeting will be December 18, 9-10:30a at Windermere/FH.	AI: Several Board members + director will attend OPALCO board meeting/broadband discussion. M/S/P: \$600 allocated for LSJI sponsorships (3 enrollees at \$200/each).
Meeting adjourned	Meeting adjourned, 10:40.	