

San Juan County  
Economic Development Council

October 16, 2013 • Friday Harbor

**APPROVED MEETING MINUTES**

**Attending:**

Members present: Michelle Loftus, Jack Yelverton, Jim Hooper, Marilyn O'Connor, Lance Evans, John Evans, Gary Franklin, Steve Hushebeck, Bruce Gregory, Marilyn Gresseth • Excused: Cathy Cavanagh • Guest: Mark Madsen • 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	September meeting minutes accepted	<b>M/S/P:</b> September minutes accepted
Continued Business	• None at this time	
Financials	• September financials, all in favor	<b>M/S/P:</b> September 2013 financials approved
President's Report	• Jim: Jim and Victoria met with County Council on Tuesday; will report later in this meeting. Salary review committee met and will make a recommendation for board vote at the end of this meeting.	
Report/Discussion: Forestry	• Bruce discussed the current use program with the board; Victoria will invite Peg to the next meeting to discuss.	<b>AI:</b> Peg will be invited to next meeting.
Report/Discussion: Business Support & Development	Director's Report: Disabled entrepreneurship links on website • Marine use tax – potential advocacy area • Accounting class • Handyman startup • Recruitment meeting • Research for niche products, services (recruitment) • ARC – review budgeting/payroll documentation for 2013 • Charter company – federal shutdown impacts, contact Rick Larsen • A/R and payroll, "housekeeping" • IPZ designation research • Construction education grants • Dept of Revenue class at library • Business pulse survey • SJI school district, re entrepreneurship training in schools • Insulation contractor • 2014 budget draft with Bruce • SJI Community Foundation & SJI Family Resource Center potential collaboration conversations • Council presentation • ADO report • Heating contractor marketing plan • Bookkeeping startup  Recruiting new business: Gary, Michelle and Victoria met with Duncan Wilson to discuss recruiting. Victoria is working on a trifold brochure. Gary and Michelle will report at the November meeting	<b>AI:</b> Invite ports to IPZ discussions <b>AI:</b> Include sales training in school entrepreneurship programs <b>AI:</b> Ensure that younger people are invited to the Summit <b>AI:</b> Marilyn O. will give a report on the WPPA meeting at the next EDC meeting
Report/Discussion: Economic Policy	• Jim and Victoria gave a midyear report to County Council which was well-received. Council had suggestions for Economic Element, which will be incorporated.	
Report: Cust. Exper.	• Town has received RFP submissions for redevelopment of Sunshine Alley; candidate will be chosen soon and work will start next year. • Town tourism plan is being rethought. • Jim met with customs agents to discuss Island Friendly Spirit program; Minnie Knych met with Rob Nou for same.	
Announcements	• LSJI applications are due 10/31/13. • Town Council is meeting with County Council on 10/17 at Town Council chambers. Victoria will attend to hand out Summit info. • Next meeting – November 20 <sup>th</sup> , 9-11, Windermere.	<b>AI:</b> Victoria will hand out Summit info at the Town/County Council meeting. <b>AI:</b> Board and staff will urge business owners to apply for LSJI.
Executive Session	• Board met without director to discuss salary increase; board will vote at November meeting.	<b>AI:</b> Board will vote on director salary increase at November meeting.
Meeting adjourned	Meeting adjourned, 10:35.	