



ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY BOARD OF DIRECTORS MEETING MINUTES

Board Members:	Scott Fendley	Council Liaison:	Staff:
John Perrie, Chair	Carolyn Honeycutt	Bruce Tabb	Margaret Reich
Deborah Bezona, Vice Chair	Linda Schactler		
Grant Clark, Treasurer			
Steve Townsend, Secretary			

Wednesday December 13, 2017- 4:00 pm
City Council Conference Room
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Grant Clark, Deborah Bezona, Linda Schactler, Carolyn Honeycutt (via phone), Steve Townsend, Scott Fendley and Margaret Reich

Excused: Council liaison, Bruce Tabb

Additional attendees: Mary Morgan

Chair Perrie called the meeting to order at 4:00 PM

Motion to approve agenda for the regular meeting of the EBDA. Board Member Schactler; second Board Member Townsend.

Approved.

Motion to approve November 29, 2017 minutes. Board Member Fendley; second Board Member Townsend.

Approved.

New Business

New board terms were identified for each of the seven members of the board. Board then reviewed legal services analysis, most recent EBDA Washington State audit, samples for a new EBDA logo, discussed options for alternatives to the microloan program, nominated a new slate of officers for 2018, and established a strategic workplan sub-committee (Schactler, Bezona, and Fendley).

Old Business

Discussion of the 2018 EBDA draft budget; final to be approved during the January meeting.

Motion to book bad debt reserves for Hays microloan. Board Member Townsend; second Board Member Schactler.

Approved.

Staff Reports

Financial reports are close. Treasurer Clark and Executive Director will work with City's Finance Director on format, and information.

Several tenant lease agreements are up for renewal. One vacancy is anticipated at the Incubator in January 2018. Reviewed rental analysis, and provided Executive Director with guidance for policy development.

Meeting adjourned 5:22 PM

Drafted: 12/18/2017

Approved: