



**ELLENSBURG BUSINESS DEVELOPMENT AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES**

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

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Wednesday March 14, 2018- 4:00 pm  
City Hall  
501 N. Anderson Street, Ellensburg

In attendance: John Perrie, Grant Clark, Deborah Bezona, Linda Schactler, Scott Fendley, Steve Townsend, Council liaison, Bruce Tabb, Carolyn Honeycutt, and Margaret Reich

Also in attendance: Mary Morgan, and Ed Morache

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

**Motion to approve agenda for the March 2018 meeting of the EBDA.** Board Member Fendley; second Board Member Townsend.

**Approved.**

**Motion to approve February 17, 2018 minutes.** Board Member Clark; second Board Member Schactler.

**Approved.**

**New Business**

Discussion about the draft strategic workplan, and how it informs this year's activity. The workplan will be presented to the Council April/May 2018. Board decided to update, slightly, the EBDA mission to read: *The mission of the Ellensburg Business Development Authority (EBDA) is to strategically recruit **and support** businesses, and connect them to resources so they can start, grow, and prosper.* Discussion about the EBDA sub-committee, the Downtowners. Carolyn Honeycutt, Economic Development Manager, will reconvene the Downtowners, and report back to the EBDA Board in March.

Dates of upcoming corporate filing, financial audits, and assessments were provided to the board. EBDA Board members are to generate interview questions for board applicants. There are two pending board member applications.

**Motion to have the EBDA Board Treasurer, Grant Clark, serve as Board Secretary/Treasurer.** Board Member Townsend; second Board Member Fendley.

**Approved.**

A board officer vacancy was created during the February 2018 meeting when member Carolyn Honeycutt resigned. This vacancy is now filled until board elections in January 2019.

**Old Business**

The reimbursement request was delivered to the Kittitas County Distressed Grant Program funds requesting the remainder of the grant funds to be disbursed. The roof at the EBDA airport building is replaced.

**Staff Reports**

Last year, Margaret Reich worked with a Kidder/Matthews Vice President to assist with site selection in Ellensburg. The business client of Kidder/Matthews, Tractor Supply, has submitted a pre-application to the city, and is moving forward with development. The Ellensburg Distillery has fallen behind on their monthly payments, and the UCC lien documents prepared for the tractor has yet to be filed.

Meeting adjourned 5:30 PM

**Drafted:** 3/22/2018

**Approved:** 4/12/2018