



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, June 8, 2022
4:00-5:30 PM

Members in Attendance: Garrett Poshusta, Chair; Grant Clark, Treasurer; Del Bankston, Secretary; John Perrie, Board Member; Jennifer Lubanski, Board Member; and Jared Vallejo, Board Member

Excused: Andreas Bohman, Vice Chair; Bob Rapp, Board Member; and James Jankowski, Board Member

Others present: Rich Elliott, Ellensburg City Council liaison; and Margaret Reich, Executive Director. CWU Cat Tank team Miguel Gomez, Rob Ogburn and Lauren Odette joined at 5 PM.

1. Meeting Called To Order

Meeting was called to order at 4:00 PM

2. Approval of Agenda

Motion to approve the meeting's agenda by Del Bankston, second by Grant Clark. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve May 2022 regular meeting minutes by Grant Clark, second by Del Bankston. Motion approved by unanimous vote.

4. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports, and discussed the Solarity CD maturing 6/14. Executive Director Reich requested Council member Elliott provide information on the city's economic development fund activity.

Executive Director Reich confirmed the two tenants at the airport have agreed to sign new leases, sign a transitional occupancy agreement, and switch units effective July 1, 2022. The water main in the park strip outside unit #1 needs to be lowered to facilitate access to the north bay door. Executive Director Reich secured a quote from the city in the amount of \$2,892.40 to lower the water utilities. The County and CenterFuse could cost share this expense.



Motion to approve expenditure of 50% of the cost to lower utilities at the EBDA Airport Business Park, 3110 N. Airport, by Jared Vallejo, second by Del Bankston. Motion approved by unanimous vote.

Executive Director Reich shared received a staffing study proposal from 501 Commons. Board members discussed the distinction between performing the staffing study internally versus getting an external validation. Board directed staff to have another conversation with 501 Commons, locate an existing job description for a possible additional position and connect with CWU student who is interested in working with CenterFuse this summer.

b. Build Local Capacity

Board member Lubanski shared information about the Creative District implementation phase. Executive Director Reich spoke about the progress on the Washington Commerce Building for the Arts grant. TIP Strategies is planning a meeting for July 20th.

c. Marketing

The board Marketing Advisors met to discuss which analytics would be meaningful to share with the board. A sample was provided.

d. Business Recruiting

Members of the CWU Cat Tank planning team, Miguel, Lauren and Rob, joined the board to provide feedback on what worked and what we might work on together next year.

5. **For the good of the order**

Chair Poshusta talked about community interest in a retail maker's space.

6. **Adjournment** – time 5:40 Motion to adjourn by Del Bankston

Drafted: 6/13/2022

Approved: *Del Bankston*

Submitted by: Margaret Reich