



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, November 9, 2022
4:00-5:30 PM

Members in Attendance: Garrett Poshusta, Chair; Andreas Bohman, Vice Chair; Grant Clark, Treasurer; Del Bankston, Secretary; John Perrie, Board Member; Jennifer Lubanski, Board Member, James Jankowski, Board Member; Jared Vallejo, Board Member; and Bob Rapp, Board Member

Others present: Rich Elliott, Ellensburg City Council liaison; and Margaret Reich, Executive Director

1. Meeting Called To Order

The Chair called the meeting to order at 3:59 PM

2. Approval of Agenda

Motion to approve the November 2022 meeting's agenda by James Jankowski, second Grant Clark. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the October 2022 regular meeting minutes by James Jankowski, second Grant Clark. Motion approved by unanimous vote.

4. Public Comment

None.

5. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports.

The board reviewed and discussed the updated, final 2023 strategic plan, and the budget request to the City of Ellensburg. The sub-committee reported back to the board their recommendation for implementation of the staffing study.

Motion to accept the sub-committee's recommendation to implement the FIT HR staffing study and retroactive the Executive Director's pay increase and paid holidays (two remaining in 2022 being Thanksgiving and Christmas) starting November 1, 2022 by Bob Rapp, second by Jared Vallejo. Motion approved by unanimous vote.

Board members discussed the Executive Director's annual performance evaluation and a process for Executive Director annual performance evaluation to be in Executive session in the future.



Motion to accept the annual performance evaluation of the Executive Director by John Perrie, second by Grant Clark. Motion approved by unanimous vote.

Three board member's terms end December 31, 2022. These board members have received the board reappointment form.

b. Build Local Capacity

The board received an update on the countywide economic development plan and the work on the Ellensburg Arts and Culture Alliance.

c. Marketing

The board reviewed and discussed the monthly digital report and will focus on increasing organic activity as an indicator of brand awareness. The Executive Director updated the board on the current market research project.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on grant funded projects including the USDA Non-Residential Building and Land data collection, the CERB I-90 West Interchange Private Development study, and the CERB Wood Products study. Updates were also provided on the key industry research project and the prospective large distribution center.

6. **For the good of the order**

Board member Bob Rapp provided an update on electric vehicles.

7. **Adjournment** – time 5:20 Motion to adjourn by Del Bankston

Drafted: 11/10/2022

Approved: *Del Bankston*

Submitted by: Margaret Reich

