



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, January 12, 2023
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, James Jankowski, Board Member; Jared Vallejo, Board Member; and Bob Rapp, Board Member

Others present: Dawn Alford, public; Shannon Noel, public; Rich Elliott, Ellensburg City Council liaison; and Margaret Reich, Executive Director

Absent: Andreas Bohman, Vice Chair

1. Meeting Called To Order

The Chair called the meeting to order at 3:57 PM

2. Approval of Agenda

Board Chair requested two items in the Organizational Effectiveness area swap positions on the agenda: place board vacancies first and officer elections for 2023 second.

Motion to approve the repositioning of board vacancies and officer elections for 2023 on the January 2023 meeting agenda by Bob Rapp, second by Del Bankston. Motion approved by unanimous vote.

Motion to approve the revised January 2023 meeting's agenda by Del Bankston, second Bob Rapp. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the December 14, 2022 regular meeting minutes by Del Bankston, second John Perrie. Motion approved by unanimous vote.

4. Public Comment

Two board applicants, Dawn Alford and Shannon Noel, introduced themselves to the board.

5. Board Business

a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports.

There are three board vacancies and five board applicants – 3 are reappointments and 2 new.



Motion to convene in executive session to discuss the board vacancies and applicants by Bob Rapp, second by Del Bankston. Motion approved by unanimous vote.

The board discussed the merits of all applicants and rendered a decision. The board thanked the two new applicants and invited and encouraged them to attend future board meetings.

Motion to recommend to Ellensburg City Council the reappointment of three board members Jared Vallejo, James Jankowski and Grant Clark by Bob Rapp, second by Del Bankston. Motion approved by unanimous vote.

During the December 2022 meeting a slate of officers for 2023 was shared.

Motion to approve the 2023 slate of officers: Garrett Poshusta, Chair; Andreas Bohman, Vice Chair; R. Grant Clark, Treasurer; and Del Bankston, Secretary by John Perrie, second by Jared Vallejo. Motion approved by unanimous vote.

Per the Charter, the board approves, by resolution, an annual budget at their January meeting. The board reviewed a draft 2023 budget during the December 2022 board meeting. A final budget was presented by Executive Director, Reich.

Motion to approve the 2023 budget and pass resolution 2023-1 by Del Bankston, second by John Perrie. Motion approved by unanimous vote.

The 2023 City of Ellensburg Interagency Agreement was reviewed by the board during the December 2022 meeting and a final version, approved by the Ellensburg City Council, was presented.

Motion to accept the 2023 City of Ellensburg Interagency Agreement, pass resolution 2023-2 and authorize Chair Poshusta to sign the Agreement by John Perrie, second by Bob Rapp. Motion approved by unanimous vote.

CenterFuse received notification from Kittitas County of grant award from the 2023 Kittitas County Distressed Grant Program for economic development personnel.

Motion to accept the grant award from the 2023 Kittitas County Distressed Grant Program and authorize the Executive Director to execute grant agreement by Bob Rapp, second by John Perrie. Motion approved by unanimous vote.

Chair Poshusta and board member Jankowski presented their findings from the review of the Employee Handbook to the board.

Motion to accept the Employee Handbook and the Employee Policy with confirmation of clarification in the harassment section and clarification of PTO accruals by Del Bankston, second by Bob Rapp. Motion approved by unanimous vote.

b. Build Local Capacity

Executive Director Reich provided a brief update on the Kittitas County economic development plan, and the work of the Ellensburg Art and Culture Alliance.

c. Marketing
No report.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on prospective large distribution center and key industry work. Updates 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.

CenterFuse received notification from the Washington State Microenterprise Association (WSMA) of grant award to assist with funding for Cat Tank and a Food Truck program.

Motion to accept the grant award from the Washington State Microenterprise Association (WSMA) and authorize the Executive Director to execute grant agreement by Bob Rapp, second by Del Bankston. Motion approved by unanimous vote.

CenterFuse received notification from the City of Ellensburg Community Grant Program of grant award to assist with funding for Cat Tank.

Motion to accept the grant award from the City of Ellensburg Community Grant Program and authorize the Executive Director to execute grant agreement by Bob Rapp, second by Del Bankston. Motion approved by unanimous vote.

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

Board member Bob Rapp provided an update on electric vehicles.

7. **Adjournment** – time 5:27 Motion to adjourn by Del Bankston

Drafted: 1/13/2022

Approved: *Del Bankston*

Submitted by: Margaret Reich