



Centerfuse

Ellensburg Business Development Authority
BOARD OF DIRECTORS MEETING MINUTES
Regular meeting held synchronously in-person and virtually
Wednesday, July 19, 2023
4:00-5:30 PM

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

Others present: Rich Elliott, Ellensburg City Council liaison; Matt Carston, Economic Development Assistant, and Margaret Reich, Executive Director

Absent: Andreas Bohman, Vice Chair; and Del Bankston, Secretary.

1. Meeting Called To Order

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

2. Approval of Agenda

Chair Poshusta opened the regular meeting and requested a motion to amend the agenda with an Executive Session to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee as allowed by RCW 42.30.110 (1) (g), and return to the regular meeting by 4:16 p.m.

Motion to approve the amended agenda for the July 2023 meeting by Bob Rapp, second by Jared Vallejo. Motion approved by unanimous vote.

Executive Session

At 4:16 p.m. the Board reconvened from Executive Session. A motion was made to amend the Executive Director's employment contract starting August 1, 2023 reflecting an adjustment in working hours and compensation and to authorize the chair to sign this amendment by John Perrie, second by Grant Clark. Motion approved by unanimous vote.

3. Approval of Minutes

Motion to approve the June 14, 2023 regular meeting minutes by John Perrie, second by Jared Vallejo. Motion approved by unanimous vote.

4. Public Comment

No public comment.

5. Board Business

- a. Organizational Effectiveness



Grant Clark, Treasurer presented the financial reports. Motion to approve July 19, 2023 voucher in the amount of \$24,424.32 by Grant Clark, second by Garrett Poshusta. Motion approved by unanimous vote.

Executive Director Reich updated the board on the consultant hiring for the Feasibility Study, SAO audit results, and monthly metrics.

b. Build Local Capacity

Executive Director Reich updated the board on the Kittitas County Economic Development Plan, Ellensburg's Arts & Culture Alliance, Artist Performance and Production Space study, and the anticipated decision from Washington Commerce on the electric vehicle charging grant CenterFuse authored for the city of Kittitas.

c. Marketing

Executive Director Reich shared Manastash Media's monthly digital marketing analytics report and the key industry recommendations.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on the grant funded projects including the USDA Non-Residential Building and Land data collection (which is closed), the CERB I-90 West Interchange Private Development study, and the CERB Value-Added Wood Products study. The Washington Commerce Innovation Cluster Accelerator Program Launch kick off meeting with the cohort 2 core teams occurred last week. 2022 Cat Tank second prize winner, Clara Peterson, requested a contract extension to receive the balance of the funds from last year's Cat Tank from 12/31/2022 to 9/30/2023.

Motion to extend Clara Peterson's contract to 9/30/2023 by Grant Clark, second by Garrett Poshusta. Motion approved by unanimous vote.

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

At the June 2023 regular board meeting, the board asked staff to gather information regarding the city's interest in potentially dissolving the public development authority. Staff presented information on the history of Ellensburg's public development authority, the steps to create and to dissolve a public development authority, and some possible next steps. Ultimately, the city reiterated the value of CenterFuse's work and the desire to discuss updating the CenterFuse charter. Chair Poshusta will schedule one-on-one meetings to explore the impact of a charter update.

7. **Adjournment** – time 5:14 Motion to adjourn by Grant Clark.

Drafted: 7/21/2023

Approved: *Garrett Poshusta*
Submitted by: Margaret Reich