



# Centerfuse

## Ellensburg Business Development Authority BOARD OF DIRECTORS MEETING MINUTES

Regular meeting held synchronously in-person and virtually

**Wednesday, August 16, 2023**

**4:00-5:30 PM**

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

Others present: Cory Wright, Kittitas County, Andrew Morse, CWU, Kelle Vandenberg, city of Ellensburg; Alex Eyre, public; Matt Carston, Economic Development Assistant, and Margaret Reich, Executive Director

Absent: Andreas Bohman, Vice Chair and. Jared Vallejo, Board Member

### 1. Meeting Called To Order

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

### 2. Approval of Agenda

Motion to approve the amended agenda for the August 2023 regular board meeting by Del Bankston, second by John Perrie. Motion approved by unanimous vote.

### 3. Approval of Minutes

Motion to approve the July 19, 2023 regular meeting minutes by John Perrie, second by Grant Clark. Motion approved by unanimous vote.

### 4. Public Comment

Special Presentation: Countywide Economic Development Plan Implementation. Guests Commissioner Wright, Chief of Staff Morse and Manager Vandenberg provided information about the Plan and a future kick-off meeting, as well as the opportunity to sign a mutual partnership letter.

### 5. Board Business

#### a. Organizational Effectiveness

Grant Clark, Treasurer presented the financial reports. Motion to approve July, 2023 voucher in the amount of \$19,875.31 by Garrett Poshusta, second by Grant Clark. Motion approved by unanimous vote.

Executive Director Reich updated the board on monthly metrics, Feasibility Study, and personnel. A sub-committee of Poshusta, Jankowski and Lubanski was formed as the Executive Director search committee.



The board considered two policies: Electronic Funds Transfer (including Automated Clearing House provisions) and Electronic Signature.

Motion to approve the Electronic Funds Transfer policy as presented by James Jankowski, second by Jennifer Lubanski. Motion approved by unanimous vote.

Motion to approve the Electronic Signature policy as presented by James Jankowski, second by Grant Clark. Motion approved by unanimous vote.

b. Build Local Capacity

Board member Lubanski updated the board on the Ellensburg's Arts & Culture Alliance, and Executive Director Reich shared a draft of the Artist Performance and Production Space study is forthcoming later this month. Also, the decision by Washington Commerce on the electric vehicle charging grant CenterFuse authored for the city of Kittitas is still pending.

c. Marketing

Executive Director Reich shared Manastash Media's monthly digital marketing analytics report and the key industry recommendations. August's newsletter features the new non-residential layer on the [startinellensburg.com/interactive-map](http://startinellensburg.com/interactive-map), and the board suggested including local real estate firms in the distribution. Vandenberg indicated she would provide a list.

d. Business Recruiting & Expansion

The Executive Director provided a progress report on the grant funded projects including 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 strategy session is scheduled for September and a second cohort meeting in October.

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

At the July 2023 regular board meeting, the board asked Chair Poshusta to schedule one-on-one meetings with Mayor Lillquist, Commissioner Wright and Manager Cerniway to explore the next steps. Chair reported a one-on-one meeting with the mayor, and a group meeting with Lillquist, Wright and Cerniway to discuss CenterFuse's structure and relationship with the City. In the future, engagement with other jurisdictions is to happen via an interlocal agreement between the named jurisdiction and CenterFuse. Chair Poshusta emerged from the conversations as optimistic and positive.

7. **Adjournment** – time 5:33 Motion to adjourn by Del Bankston.

**Drafted:** 8/22/2023

**Approved:** *Del Bankston*

**Submitted by:** Margaret Reich