**Pagosa Springs CDC Annual Meeting**

**May 10, 2017**

**The Ecoluxe at the Springs Resort**

**Board Members in Attendance:** Jason Cox, Sherry Waner, Cindi Galabota, Jimmy Munozcano, Nicole DeMarco, Neal Johnson, Michael Whiting, Mike Heraty

**Board Members Absent:** Jeff Gavlinski

**Staff Present:** Mary Jo Coulehan, Angela Wirth, Debra O’Neill – PS Chamber of Commerce

A quorum was established and the meeting was called to order by Jason Cox at 5:42 p.m.

Jason welcomed the membership and guests and explained about the format of the annual meeting. The Board then introduced themselves.

**By-Laws**

There was an explanation of the change in the by-laws under Article I, Board of Directors (d) Election and Tenure. Todd Starr questioned the verbiage on the change. The By-laws should have “on” added. The new statement shall read: “…commencing at the conclusion of the meeting *on* the date of election and ending at the conclusion of second annual meeting of the voting members thereafter”. Neal motion to approve the By-laws with the addition of “on” in the statement, Sherry seconded. Motion carried.

**Meeting Minutes**

The minutes from the last regular CDC meeting held on March 8, 2017 were reviewed. Mike motioned to approve, Neal seconded. Minutes approved with no changes.

**Financials**

Jason reviewed the highlights of the financials.

* Due to billing and receiving time-frames, we are slightly down in government contributions but the payment is forthcoming. Explained that we present quarterly to the Town and County for reimbursement of funds. $10,000 is set aside in 2017 for Broadband work.
* Our biggest expense is the administration contract with the Chamber of Commerce. They provide all the initial business consultation disseminating inquiries as necessary: Region 9, SBDC, local advisors. They coordinate all meetings, billing, accounting and other administrative functions.
* Our biggest challenge is recruiting membership and we have set a budget of $10,000 for 2017. Please consider becoming a member and support the efforts of the CDC and economic development.
* We’re not out to make money, so we have budgeted to break even ($100 profit) for 2017.
* With no questions, Jimmy moved to accept the financials, Nicole seconded; financials were approved and accepted.

**Appointment of Board Members**

* Jason outlined the board make-up and appointment.
  + There are 5 board seats that are elected; 2 board seats that are appointed; and 2 board seats that are government appointed and are appointed every year due to the Town and County regulations. Of the 5 elected board seats, the terms are staggered: 3 one year and 2 another year.
  + Three elected board seats are up for replacement as the following board terms expire: Sherry Waner, Cindi Galabota, and Jeff Gavlinski. Cindi has chosen to step down, Jeff has not responded to an inquiry about continuing his term by the time of the meeting. Sherry would like to run again. There are three board candidates for three open slots. They are: Sherry Waner with 1st Southwest Bank; Jodi Scarpa with Pagosa Springs Medical Center, and Laura Mijares with the Archuleta School District 50 Joint (See attached bios). Ballots were passed out upon members arriving. The ballots will be collected and the announcement of the board members made at the end of the meeting after tabulation.
  + There are 2 appointed board seats up for replacement. They are Jimmy Munozcano and Mike Heraty. Both board members indicated that they would like to stay on the board for another term. Michael moved to re-appoint both Jimmy and Mike. Neal seconded the motion, all approved. Both members were re-appointed for a 2-year term.
  + It was noted to look to make sure that the board member slots are equitably staggered.

**Report to Membership**

* Jason gave a report on the projects that the CDC has been working on and projects that they will be working on in 2017-2018.
* The following items were noted:
  + Business Loan Fund: We have expensed approximately $23,250 in microloan funds creating 7-8 new jobs.
  + We have fielded over 40 business inquiries in 2016 and 11 so far in 2017. From these inquiries 2 resulted in a microloan creating 2.5 jobs; 14 businesses opened or expanded creating approximately 18 jobs; 5 inquiries were long term (3-5 year plans).
  + Reviewed the most common questions: financing, licensing, marketing assistance, types of businesses needed in Pagosa.
* Jason reminded the attendees that our work sessions are held the 4th Tuesday of every month and the regular meetings are held the 2nd Wednesday of every odd month and both are open to the public.
* We held a strategic planning session in February. Here are the major scopes of work:
  + **Data** – Mike Heraty gave a description of why data is so important and what the CDC is looking to do with the data. He gave the Telluride project as an example.
  + **Broadband** – Jason explained what has been done so far: minimal mapping, assessment of current infrastructure, review of SCAN documentation. We are working with the County GIS person to obtain more information and overlay this information with topographical data. We are reviewing some possible new technology. We will then make recommendations to the Town and County.
  + **Education** – We try to present quarterly forums. We will present one in July or August with the Leeds School of Business. We also work with the SBDC to provide monthly free consultations in Pagosa. SBDC is working to obtain more certified advisors.
  + **Distilled Recommendations**: This includes advising on or weighing in on policy changes, business incentives, and other community-related issues.
  + Continue to engage in the top issues facing our community: Housing, Early Childhood Care & Education, Workforce
* Jason recounted what has been done on broadband and the next steps for broadband efforts:
  + Gave a joint Town/County report in January 2017
  + Currently completing an assessment of county-wide coverage and width and depth
  + Producing maps and other tools to identify areas of largest opportunity
  + Identifying technology approaches with rough costs and timelines
  + Will present updated findings and options to Town/County later in May
* Jason recognized the following CDC partners and officials: Greg Schulte, Town Manager; Sanjiv Doreswamy, Region 9; Liz Ross, SBDC; Rich Lindblad, SBDC
* The board member ballots were collected and tabulated. All three nominees for the CDC board were selected. The new board members are: Sherry Waner, Laura Mijares and Jodi Scarpa. They will serve until 2019.
* The floor was open for public comment and questions
  + Briana Jacobson questioned if the marketing data could not be collected from tourism data? Jason explained that the data we are seeking is much more detailed than can be obtained from general tourism information. She also asked what we are doing to bring in industries that provide higher wages. The hospital is expanding and there are several other medical and care industries such as Axis Health and Bee Hive Homes. We need to work on infrastructure to be able to accommodate the people coming in to fill these jobs.
  + Michael explained the Jump Start program and that Archuleta County adopted an ordinance to become a Jump Start community. He iterated that we need to make sure that we remove barriers to growth such as housing, childcare and broadband before we freely offer incentives.

With no further questions or CDC business, Jimmy moved to adjourn the meeting. Cindi seconded and the meeting was adjourned at 7:04 p.m. A networking reception is to follow the meeting.

Respectfully Submitted,

Mary Jo Coulehan

Executive Director

Pagosa Springs Area Chamber of Commerce