**Pagosa Springs CDC Annual Meeting**

**May 9, 2018**

**Ecoluxe Conference Room, The Springs Resort & Spa**

**Board in Attendance:** Jason Cox, Mike Heraty, Mike Dreyspring, Jodi Scarpa, Sherry Waner, Michael Whiting, Neal Johnson, Don Volger

**Board Absent:** Laura Mijares

**Staff & Members:** Laura Lewis Marchino – Region 9, Mary Jo Coulehan, Katie Dobbins, Debra O’Neill – Chamber of Commerce, Jennifer Smith – summer intern, Mark Weiler, Jenelle Syverson, Jim Garrett, Andrea Phillips, Jack Searle, Will Spears, James Smith, Eric Hittle

**Guests:** Yvonne Wilcox, Jennie Green, Nick Tallent, Chris Mannares – SUN, Coquette Collins, David Eppich, Gary Hedgecock

A quorum was established and the meeting called to order at 5:43 p.m. There was a round-table introduction of the board members.

**Board Elections**

Mary Jo was asked to present the membership with the vacancies of the board. There are 2 elected positions open and 2 members – who are current board members – have expressed an interest in running again for the elected positions. No other nominations were submitted after public announcements. The slate of candidates presented to the membership for election to the board are Mike Dreyspring with La Plata Electric, and Neal Johnson – individual member and economic development consultant. Laura Lewis Marchino moved to accept the slate of candidates, Mark Weiler seconded the motion. The slate of candidates was accepted.

**Officer Elections**

Jason Cox, current president of the CDC board is termed out of office. A new slate of board officers was recommended. Neal moved to nominate **Jodi Scarpa as president**, Mike Heraty seconded; all approved. Michael Whiting nominated **Mike Heraty as Vice President**; Don seconded; all approved. Michael Whiting nominated **Sherry Waner as secretary**, Neal seconded; all approved. Don nominated **Neal Johnson as treasurer**, Mike Dreyspring seconded; all approved.

The meeting minutes from March 2018 were reviewed. With no changes to the minutes, Sherry moved to accept the minutes, Mike H. seconded. The minutes were accepted unanimously.

**Financials**

* The financials were displayed on the screen except for the balance sheet which had proprietary information on it. Jason reviewed the P&L statement. Mark Weiler asked if the CDC had a year’s worth of income in savings to conduct business. Jason indicated that there was. Mark expressed a concern that the CDC may be underinvested based on the amount of money in reserves. Jason said that the board would look at this concern.
* Mark asked for financials. Mary Jo said that she will give him a copy at the end of the meeting and send the financials to the membership after the annual meeting.
* With no further discussion, Michael Whiting moved to accept the financials YTD, Mike D. seconded. The financials were accepted.
* Jason introduced Jennifer Smith, an intern that requested placement with the CDC after the 2018 budget was approved. We could move some money around to pay for about 10-15 hours/week until August. The money will be moved out of: $1,000 out of CDC Business Advisement and $2,000 from SBDC Technical Assistance. *Michael Whiting moved to amend the budget to pay the summer intern not to exceed $3,000.*  Neal seconded. Motion approved unanimously. Mary Jo will present the board with an amended budget at the next work session.

**Discussion of BEST grant by ASD 50 JT**

The Archuleta School District 50 JT requested of the CDC to write of letter of support for their application for the BEST grant. The letter of support was sent out in the board packets. A discussion occurred regarding whether we were in support of the whole of their efforts including the building of a new elementary school. Jason and Michael Whiting clarified that the submission of this letter of support was only for the district’s applying for the BEST grant asking for financial support, not for the whole initiative. It would then be up to the district and the voters on whether a bond or mill levy would be presented to the public and if it passed. Don Volger mentioned that the Town has signed a letter of support and it is very important to show community support when organizations apply for large grant monies such as the BEST grant. Laura Lewis Marchino indicated that many communities ask, but the project may not be fully funded. *Mike Heraty moved to sign the letter of support for the BEST grant, Sherry Waner seconded. The motion approved unanimously with Jason Cox abstaining due to his involvement on the PAC group.*

**Blueprint 2.0 Outdoor Recreation & Film Grants**

Jennie Green presented to the board her request for a letter of support and for the CDC to apply for the Blueprint 2.0 Grow Your Outdoor Recreation Grant which is due June 1. She would be the champion for the project and would write the grant if we could submit it on behalf of the community.

Mary Jo asked the board to also approve the initiative to apply for the Blueprint 2.0 Film & Major Production grant on behalf of the GGP and Pagosa Springs Arts Council. The GGP has had an environmental film festival for 6 years and they want to see how they can grow the film festival and attract more visitors. The PSAC has been approached to host an independent film festival but are not sure if the market can bear it. The two groups would able to get technical assistance help and also collaborate. Neal moved to move forward and Mary Jo to draft letters of support for both initiatives and submit them to the board for email approval. Michael Whiting seconded. The motion passed unanimously.

**Year in Review- Jason Cox**

Jason gave the board and audience a brief review of the work of the CDC this past year. Some of the highlights are:

* Continued progress with broadband. We are working on the SCAN contract and hope to have that finalized in the next few months. We put an RFP out for a broadband coordinator, but believe the RFP was too broad and so received only 2 replies. Jason introduced Rich Lindblad who is one of Pagosa’s SBDC consultants and is very interested in working on the broadband project. Rich gave a brief overview of his services to develop a plan on broadband improvement. Laura Lewis Marchino asked if we were going to put the RFP out again since Rich came in after the RFP had closed. Jason indicated that we would and we would accept bids again. We will discuss this item at the next work session
* We are working with the governments to help guide some policies such as the “dig once/hang once” policy regarding the laying of conduit.
* The CDC will be hosting 3 or 4 economic forums in the next few months with each forum giving the group spearheading a community initiative (Housing, Broadband, Early Childhood Education) a chance to update the community on what they have done and their upcoming plans of action.
* Jason reviewed the presentations he has made to the town and county and our relationship with these government groups.

**ED 101**

Michael Whiting and Jennie Green gave a presentation on their initiative for attracting primary jobs to the community and their involvement with the state EDCC. The slides for the presentation are on the CDC website. Michael emphasized how important it is for us as a community to go after primary jobs and continue to bring money into the community from businesses who major source of income is from outside the community. Several questions:

* Is this not a duplication of services that the CDC is or should be performing? Michael: We don’t have a plan, we just wait for these types of industries to show up on our doorstep.
* Who will be paying for this work? Michael: It will mostly be paid for by the private sector.
* How will we know what is happening? Michael or Jennie would give a monthly or quarterly update to the CDC board so that we are working together and not duplicating efforts.

The meeting concluded with a thank you presentation for his years of service to Jason and a few little “gifts”. Mike Heraty moved to adjourn the meeting with Mike Dreyspring seconding. The meeting was adjourned at 7:30 and was followed by a reception.

Respectfully Submitted

Mary Jo Coulehan

Mary Jo Coulehan

Pagosa Springs Chamber Executive Director &

CDC Administrator