**Pagosa Springs CDC Regular Meeting**

**March 8, 2017; Pagosa Springs Chamber of Commerce**

**Board In Attendance:** Jason Cox, Sherry Waner, Michael Whiting, Mike Heraty,

**Board Absent:** Nicole DeMarco, Cindi Galabota, Jeff Gavlinski, Jimmy Munozcano

**Guests & Staff:** Mary Jo Coulehan – PSCOC staff; Neal Johnson; Jim Garrett – PS SUN; Jill Seyfarth – Region 9

Jason called the meeting to order at 5:40 p.m. with the determination of a quorum.

Since there was not a quorum at the last regular meeting on January 11, there are two sets of regular meeting minutes that need to be approved: November 9, 2016 and January 11, 2017. The minutes were reviewed. With no changes Michael moved to approve the minutes, Sherry seconded. Minutes approved.

There was a discussion of the board replacement for Morgan Murri whose term would end in May of 2018. Neal Johnson was recommended as a board nominee and would like to sign up as an individual member. However, upon checking the CDC bylaws, this “lowest contribution” category does not have voting rights associated with the membership level. Mr. Johnson agreed to come on at a voting level. Contingent upon his payment of CDC dues, Neal Johnson was nominated to replace Morgan Murri’s board position until May of 2018. Mike Heraty nominated, Michael Whiting seconded, all approved.

* Neal gave the group a brief background history: He has visited Pagosa for over 30 years. He has been a lawyer and has a Masters in Economic Development, he is an author and is a professor of microfinance and entrepreneurship. He travels domestically and internationally assisting communities in developing sustainable and viable industries related to their local and development possibilities. Welcome Neal!

**Financials**

* The furniture and other items that were on the balance sheet will be removed along with the Special Projects.
* The Microloan Notes Receivable are showing up as a credit. May Jo needs to inform Derek as this was how it was specified for the accounts to be set up.
* Fixed Assets should also be corrected. MJ will get wit Derek to fix these items when we are preparing for our taxes.
* The County did not pay their portion from 4th quarter 2016, but it did come in early March and the financials will reflect this payment.
* Member renewal letters are being sent out so income should be forthcoming in this category.
* Michael motioned to accept the financials, Mike seconded, all approved.

**Region 9**

* Gave a review of the loans out in Archuleta County in conjunction with the microloan program: Smart Snacks has closed and Wild & Crazy Critters is almost finalized.
* If the Charter School receives its charter, then they will apply for a loan. Indications are that they will be located in the Parelli building.
* Sanjiv will be in Pagosa speaking to loan clients
* Laura will present to the joint Town/County boards on March 14 regarding the 2016 Region 9 - Archuleta County Performance Report and the Jump Start program.
* Discussion about the microloan program. MJ asked for guidance on where CDC could possibly obtain some money to continue the microloan program. Region 9 might be interested in continuing to partner, so Jill is doing some research. CDC was able to leverage $25K into almost $75K.

**Chamber Update**

* Mary Jo referred the board to her update handout and asked if any questions. No questions. The Business Inquiries is included in this report
	+ In January, spoke with one new client about suggestions for newly purchased vacation property.
	+ One client that we spoke with in September 2016 moved to Pagosa and has opened up Springs Chiropractic.
	+ In February, met with 1 client interested in a loan for a new business.
	+ Met with 2 clients in February who have visited Pagosa for years and are looking to relocate. Wanted suggestions on specific job opportunities and any new type of business that might be successful.
* Mary Jo asked Laura and Elizabeth Marsh on clarification of CDC donating money to the SCAPE fund. Could the money be specifically allocated to an Archuleta County business. The answer is no, it needs to go to the fund and hopefully, a Pagosa business will be chosen soon.
* After discussion, Michael Whiting motioned and Mike Heraty seconded to allocate $500 out of “Other” sponsorships to the Ed Morlan SCAPE Entrepreneurs Fund. All approved.

**Broadband**

* Jason gave a synopsis of what he and Eric have compiled so far and his presentation to the Joint Town/County boards. Broadband is one of the top projects of work that the CDC will undertake in 2017.
* The first big concern and order of work is to examine the gap in “Exhibit A” with USA Communications/Town/County and the SCAN agreement. Working to tighten up the language which allows this network to remain an “open access” network.
* Michael informed Jason that he would like CDC to present to the joint boards at their meeting in June. Presentation should include:
	+ map of current coverage
	+ identify gaps
	+ brief policy discussion: include such items as “dig once”, height of new towers, tower access, etc.
	+ policy recommendations
	+ plan recommendations
	+ future program priorities
	+ possible funding options
* Jason mentioned that the Mountain Connect Conference will be held in Keystone May 22-24, 2017. Jason will be attending on behalf of the CDC and Michael will be attending on behalf of the County. There are key individuals and policies being discussed at this conference which could greatly aid our endeavors and give us more information to present at the joint board meeting.

The 2nd quarter forum was tabled and slated to be a work session item at the meeting on March 28.

**Strategic Planning Session**

* Jason reviewed the CDC Projects of Work that were identified and their champions:
	+ Analytics: Mike & Jason
	+ Broadband: Jason and Michael
	+ Education/Advisement/Consulting: Cindi/Sherry/MJ
	+ Policy Recommendations: Nicole/Neal
* We need to establish plans, timelines, and report out at meetings of progress

Michael moved to adjourn the meeting, Mike seconded. The meeting was adjourned at 7:28 pm