

**Regular Meeting of the
San Juan County Economic Development Council
Board of Directors – Approved Minutes**

Wednesday October 14, 2009, 9:30-12:00 @ Orcas Hotel Parlor Room

Attending:

Conference Room: Ralph Hahn, Liz Illg, Jim Hooper, Patty Miller,
Eliza Buck, Bruce Gregory, Marilyn O'Connor, Lance Evans,
Jon Kobayashi

Recorder: Bill Watson

Excused: Eric Youngren, Scott Webster, Lia Noreen, David Jones, Peggy Long

Absent:

Guests: Steve Garrison, Sandy Bishop (LCLT), Celia Marquis (LiFRC), Jamie Stephens (LCLT/LiFRC), Clive Prout.

Agenda.

Meeting Called to Order

Any Additions/Changes to the Agenda??

There were no changes to the agenda.

1. Approval of previous meeting minutes (Sept)
M/S/P Approve Sept meeting minutes without modification
2. Review of Financials and Budget Expenditures (Sept)
M/S/P Approve Sept financials.
3. ARC Coordinator Report – Eliza
The County Council has been presented the ARC work plan for the coming here which emphasizes Farmer Enrichment projects which map to economic development within the Ag sector. There's a nice Ag video on Ian Byington's website folks should view.

Eliza updated folks on the farm intern issue and the work/meetings that have occurred in an attempt to clarify and resolve this question. Eliza passed out the Solutions Matrix provided by the WA State Department of Labor and Industries. It was suggested that the EDC work a parallel path to the ARC effort to assist in resolving this issue not only for San Juan County, but for small ag farms in the entire state (roughly 24,000 of the 36,000 farms in the state of WA).

Eliza formally announced her resignation as ARC Coordinator so she can go to Santa Fe to go back to school. Ron Zee will work with Bill Watson on the recruiting and interviewing for this EDC position.

A.I. Bill – produce and distribute a recruiting time line and job description to the EDC Board (as done for the EDC ED position).

4. Correspondence -

Patrick Roe letter was reviewed and discussed. Decision to invite Patrick to a future EDC Meeting to hear his views.

5. Operational Issues

- President's Report

Ralph updated the board on the Visitor's Bureau meeting. Jon Kobayashi is the new president elect for the VB, as Daren Holscher of Lopez resigned as the VB President. The VB is working on budget reductions of about \$32K due to reduced LTAC funds.

Randy Martin of Skagit Valley College San Juan Center will be joining the EDC Board to fill the vacancy created when his predecessor Denise King left the islands. The SVC Elder Hostel program has a new name – "Experiencia".

- Program Coordinator's Report

Bill reminded folks of the Leadership San Juan Islands Class VI application period has opened and encouraged all EDC Board members to suggest individuals to apply to the course. Liz suggested that the new EDC Executive Director and ARC Coordinator might want to apply, and that the EDC should "sponsor" them.

Bill updated folks on the recruiting status of the ED position. Ads have been placed in the 3-island papers and online at SJ Islander and Island Guardian and LopezRocks sites. Suggestion was made to add OrcasIssues.com site to the list.

A.I. Bill – post ED job opening on OrcasIssues.com and the LSJI Alumni distribution list. DONE

Bill requested that a Board Sub-committee be formed to handle the application review and interviewing for the ED position. Jim and Patty volunteered to participate. Ralph will speak to a potential new board member to invite him onto the board, and to request his assistance on the sub-committee as well.

Bill informed the Board that budget request letters had been delivered to our three municipal partners. Marilyn suggested Bill attend the Weds evening Port Meeting as the letter was on the agenda.

A.I. Bill – Attend Weds evening port meeting – 4:00 at Ernie's. DONE.
[Note – Port of FH approved our 2010 budget request.]

Bill requested the EDC Board members to submit letters to the Town and

County Council in support of the Permanent Farmers Market property purchase in Friday Harbor.

A.I. Bill – draft an EDC letter of support for Ralph’s Signature.

Bill requested permission to cancel the EDC’s Basecamp service – which will realize a \$288.00/yr savings – there were no objections.

A.I. Bill – Call Patty outside of the meeting to discuss the state of agriculture in San Juan County – to help her understand the PFM strategy.

6. Continued Business – Nominating Subcommittee - Liz

Liz reported that she has been having conversations with Board members about next year’s officer positions and has one commitment. She’s continuing to work this issue. Bill suggested that the EDC Board elect new officers at the November Meeting so that the new ED will begin working with the new officers day one. The Board agreed.

7. New Topics

1. LCLT Proposal

Four of our guests from Lopez (Sandy, Celia, Jamie, Clive) presented their thoughts, ideas and intentions for the LCLT/LiFRC Enterprise Facilitation project proposal. The proposal is for a pilot project to provide new and existing businesses with business consulting support over the next 18 months, following the Sirolli Institute’s methodology. Previous implementations in similar communities have had measurable success. They are asking for the EDC’s participation, which would include leading the roll out of the program to Orcas and San Juan Islands in the future. They are requesting \$7000 and an EDC Board member to participate.

Ralph summarized the questions:

Q1: Does the EDC support this proposal in principle? - YES

Q2: Does the EDC Agree to fund \$7000 for next 18 months? – Maybe

Q3: Will the Lopez Port contribute to the EDC for 2010 under their Economic Development mission?

It was also suggested that the Orcas and San Juan Community Foundations be approached for their interest in participating – initially in seeding the project on Lopez, but maybe more likely in expanding the pilot from Lopez to Orcas and San Juan Islands.

No action was taken (see project discussion below).

A.I. Bill – Order 2 copies of “Ripples from the Zambezi. DONE.

A.I. Bill – send Lopez and Orcas Ports each a 2010 Budget Request letter

ASAP requesting \$2000.00 of support for the EDC under the Economic Development component of their mission.

8. Continued Business

1. Project List review

The Board reviewed the list of “possible projects” for 2010 and 2011. However, without knowing the status of the Town and County funding levels for 2010, it is hard to know how much “project funds” will be available. Decisions on what projects to do was deferred until the funding letters have been answered.

BRE Surveys? – generally felt that this should not be repeated, but a different method of outreach to businesses one-on-one should be created by the new ED.

Almanac? – a less expensive approach should be created since the majority of the costs appear to be layout and printing. Can this be done via an online solution? Also, it’s been apparent that local policy makers do not refer to the existing Almanac when questions arise. So what’s the benefit of the hardcopy publishing costs?

Sustainable Forestry? – need to let bidder of timing for an answer – not until hear about funding levels from Town and County.

A.I. Bill – Send email to bidder about decision timing. DONE

2. Cell Tower Ordinance Study Committee – Patty

No News – Land Use Element making its way thru the Planning Commission phase of the Comprehensive Plan Docket process which will remove the Wireless Tower Sub-Area Plan requirement from the Comp Plan.

3. Tech Grant – Ralph

No News – probably a dead issue. Bill informed folks that he heard that the WA State Library is pushing for a Tech Grant to support expanding the level of broadband services to area libraries. The WA State Library has had several previous successes in this kind of effort. Bill will stay tuned.

4. Lopez Business Class Series. Bill requested approval of a second \$400 in support of this class series on Lopez. This class has been delivered previously on Lopez and Orcas and is quite popular. In fact, this fall there has been sufficient demand to schedule two classes in parallel. This \$400 would be the second \$400 (previously committed to \$400 for one class series) to support the second class series being held this fall.

M/S/P: Approve \$400 additional dollars (\$800 total) to support Lopez Island Business Class Series this fall.

9. Announcements

1. Marilyn – requested that a new board member plan on being Treasurer of the EDC in 2010. She just doesn't feel that she has the time to perform a satisfactory level of "audit" control next year.
2. Liz – Visitor's Bureau has received their \$158K in funding for the Scenic ByWay Grant to create our Corridor Management Plan due mid-2010. The RFP has been issued and Liz expects approximately 13 responders. There is a lot of interest. Also, the Scenic ByWay project has already received approval of their subsequent Grant – which is for WayFinding (signage). This will be funded in late 2010 with delivery in 2011.
3. Lance – as a sign of the times, an Orcas Island Restaurant (which shall remain nameless until they post this) will be closing late November thru February. This restaurant typically stay's open year round. Jon of Outlook Inn also indicated they would be closing their food service for the winter season as well. Their rooms will remain open.
4. Next meeting Wednesday, November 18th, OPALCO Video Conference Rooms on Orcas and San Juan Islands. 8:30-11:00