

**SWAMC Board of Directors Meeting
May 18, 2017
MINUTES**

- I. Call to Order -----President Skinner at 10:02 a.m.**
- A. Roll Call -----Griffin**
Paul Gronholdt, Rebecca Skinner, Alice Ruby, Cynthia Berns, Layton Lockett, Candace Nielson. Mary Swain joins at 10:48 a.m. Glen Gardner joins at 11:05, leaves at 11:15 a.m. Gronholdt left meeting at 10:50 a.m.
- II. Approval of Agenda -----Skinner**
Ruby moves to approve, Berns seconds, no objections, agenda approved.
- III. Consent Agenda -----Skinner**
- A. BOD Meeting Minutes, April 20, 2017**
Lockett moves to approve, Ruby seconds, no objections, minutes approved.
- IV. Public Comments ----- Griffin**
No public comments.
- V. Governance & Policy -----Skinner**
- A. April 2017 Financial Statement**
Berns moves to approved, Lockett seconds, financial statement is approved. Griffin followed up on last month’s questions about budget overages. Lockett and Skinner asked about past-due member invoices. Griffin and Dayton answered question.
- B. Award of Contract for SWAMC website redesign**
Gronholdt moves to approve, Berns seconds, OTC Web Design is approved. Griffin explained to BOD that SWAMC reviewed four RFPs and graded them on a point scale based on each submitted RFP meeting SWAMC’s requirements. OTC Web Design was graded the highest overall.
- VI. Management & Program Issues ----- Griffin**
- A. Alaska Longline Fishermen’s Association (ALFA) - A Fish Story: From Sea to Plate**
Gronholdt moves to approve, Lockett seconds. Discussion on how this contract helps Southwest Alaska ensues. Roll call vote: Lockett yes, Swain yes, Ruby yes, Berns yes, Nielson yes, Skinner no. Contract approved in a five to one vote.
- B. Business Improvement Group (BIG) - Operational Excellence for Manufacturing Consulting**
Lockett moves to approve, Ruby seconds. Roll call vote: Lockett yes, Swain yes, Ruby yes, Berns yes, Nielson yes, Skinner yes. Contract is approved.
- C. iA3 - Internet of Things: Process Control Efficiency**
Lockett moves to approve, Ruby seconds. Roll call vote: Lockett yes, Swain yes, Ruby yes, Berns yes, Nielson yes, Skinner yes. Contract is approved. Lockett mentions that this is the type of contract that he hopes to see more of for the MAKE Program.
Board members mentioned they found the cover memo for each contract helpful. Members also mentioned that possibly the MAKE contracts could be vetted by the MAKE Board before coming to the BOD monthly meeting.
- VII. Staff Report ----- Griffin**
Griffin discusses FY18 budget and that the SWAMC office considering getting a new phone system. Obrien discusses the MAC Meeting, MAKE Work Plan, how Match and Accounting work.
- VIII. Board Comments / Other Business**
Berns thanks SWAMC staff for newsletter. Skinner brings up needing to set a date for the SWAMC Fall Retreat; that the BOD should participate in the NIST Review coming in August and that the MAKE Program needs to be a major focus of the Fall Retreat. Lockett mentions concern over how MAKE contracts are being presented to the BOD.
- IV. Adjourn -----Skinner**
Lockett moves to adjourn meeting, Ruby seconds, adjourned at 11:28 a.m.