

**SOUTHWEST ALASKA MUNICIPAL CONFERENCE
BOARD OF DIRECTORS MEETING -- May 21, 2015**

MINUTES

- I. Call to OrderLockett**
- A. Roll Call ----- Griffin**
- Layton Lockett, Rebecca Skinner, Joe Sullivan, Alice Ruby, Shirley Marquardt, Paul Gronholdt, John Whiddon
- II. Approval of AgendaLockett**
- III. Consent Agenda -----Lockett**
- A. Meeting Minutes April 23, 2015**
- Skinner requests correction to be made to previous meeting minutes concerning diction.
 - Sullivan motions to approve with those corrections. Skinner seconds. Minutes passed with request to revise word choice from “policy” to “procedure”.
- IV. Governance & Policy -----Lockett**
- A. April Financial Statement**
- Griffin summarizes financial statement. Discusses need to spend grant funding and begin work on FY16 SWAMC budget. Skinner requests clarification for ARDOR spending, and Obrien states all funds will be spent before the start of a new fiscal year.
 - Skinner motions to approve financial statement. Marquardt seconds. No objections. Motion passes.
- B. Attendance at "Building a Sustainable Future" Conference in Fairbanks -- June 5-7**
- Griffin summarizes who is attending this Conference. Lockett states that attending the Conference is a good plan for board members and Griffin.
- C. Application to Establish Alaska Manufacturing Extension Partnership (MAKE) -- Resolution 15-8**
- Griffin & Obrien summarize Manufacturing Extension Partnership (MEP) application and recent history. Obrien states that the marine sector holds the most manufacturers for Alaska, making SWAMC an ideal partner in any MEP program. Suggests maintaining a focus on fish processors until the program is well-established and can safely grow to provide services to other manufacturers.
 - Obrien & Griffin answer questions from the board, all of which focus on summarizing the proposed MAKE’s scope of work and financial specifics. Board also requests information on previously failed MEPs and asks staff to outline how SWAMC will safeguard against failure. Lockett states project should advance to see what NIST says about the proposed limited scope of work.
 - Lockett asks for roll call to approve resolution 15-8. Sullivan – yes; Marquardt – yes; Lockett – yes; Skinner – yes; Gronholdt – yes; Whiddon – yes; Ruby - abstain. With 6 votes for yes, the resolution is approved and SWAMC will apply for the Manufacturing Extension Partnership.
- V. Management & Program Issues----- Griffin**
- A. Approval of FFY 15 CEDS Update and Work Plan -- Resolution 15-7**
- Griffin Summarizes CEDS update. Obrien states the Action Plan has been streamlined.
 - Joe Sullivan motions to approve resolution 15-07. Skinner seconds. No objections. No questions. The motion passes.
- B. Energy Contract Work Update**
- Griffin summarizes energy contract work. Obrien summarizes work as well, noting the physical difficulties of coordinating meetings in Bristol Bay and the Aleutians.
- C. Investment of SWAMC Reserve Funds**

- Griffin summarizes two separate proposals from Wells Fargo and Alaska Permanent Capital Management. Encourages board to take action soon.
 - Sullivan motions to move forward with Alaska Permanent Capital Management in putting together an investment plan with the understanding that APCM provides necessary documents for board approval. No objections. The motion is approved.
- D. Business Retention and Expansion (BRE) Update
- Griffin summarizes BRE activities. Sullivan asks for summary on Kodiak Area Native Association's (KANA) activity. Obrien states KANA will be moving forward on their own, which allows SWAMC to focus on other areas in Southwest Alaska.

VI. Staff Report -----Griffin/O'Brien

A. Staff Report

- Griffin summarizes staff activity not previously covered in agenda items.

VI. Board Comments / Other Business

- Lockett states MAKE is a good direction for SWAMC to take.

VII. Adjourn -----Lockett

- Sullivan motions to adjourn. Skinner seconds. No objections. Meeting adjourned at 11:10.