

**SWAMC Board of Directors Meeting  
July 20, 2017 ~ MINUTES**

- I. Call to Order -----President Skinner at 10:05 a.m.**
  - A. Roll Call -----Griffin**

Rebecca Skinner, Alice Ruby, Cynthia Berns, Layton Lockett, Mary Swain, Myra Olsen, Glen Gardner who left meeting at 10:34 a.m.
- II. Approval of Agenda -----Skinner**

Gardner moves to approve, Olsen seconds, no objections, agenda approved.
- III. Consent Agenda -----Skinner**
  - A. BOD Meeting Minutes, June 15, 2017**

Olsen moves to approve, Berns seconds, no objections, minutes approved.
- IV. Public Comments ----- Griffin**

No public comments.
- V. Governance & Policy -----Skinner**
  - A. June 2017 Financial Statement**

Swain moves to approved, Olsen seconds, financial statement is approved. Ruby abstains as she did not receive the FS.
  - B. Board of Directors Retreat – BOD decides to send out new poll to see if more members can meet during the same days.**
- VI. Management & Program Issues ----- Griffin**
  - A. Financial Review and Audit Proposals – Griffin discussed the attached RFPs received by SWAMC for a proposed financial review and/or audit.**
  - B. Anchorage Makerspace Contract – Griffin discusses contract and that this will bring in \$1,800 for SWAMC.**

Lockett moves to approve, Swain seconds, no objections, contract is approved.
  - C. Certified Public Manager’s Program – Griffin discussed finding out about this program and how it could apply to needs of the SWAMC area. This program meets the tenants of CEDS. Lockett mentions UAF pushing their degree programs. Ruby asks Griffin to find out if CEF is having budget issues. Swain brings up that companies in SWAMC region cannot hire locally because of a lack of proper skills held by residents. Olsen agrees with Swain.**
  - D. Payroll Error and Adjustment Plan – Griffin discussed the error in his payroll withholding and the steps being taken to fix the situation.**

Ruby moves to approve, Olsen seconds, no objections, correct plan approved.
  - E. EDA Planning Application, Strategy Committee – Griffin discusses the need for the strategy committee and meeting EDA requirements for the grants. Griffin discusses the documentation he submitted to EDA. Skinner states that a questionnaire should be sent out in the future when identifying BOD members by ethnicity. BOD will discuss further at BOD Retreat the strategy committee for the EDA grant(s).**
- VII. Staff Report ----- Griffin**

Griffin discusses the MAKE review coming on August 31<sup>st</sup>. Skinner will participate in the review. BOD members invited to participate in the MAKE Review. MAKE staff contacting Governor’s office hoping to get State to give to give funds to the MEP program. The new SWAMC website will be up and running soon. SWAMC has new credit card payment processor. Griffin and Dayton working on getting members back and recruiting new members. SWAMC office sent letter to 60 State Legislators about passing a State budget. Skinner was pleased that some legislators responded to the letter. Griffin met Shirley Marquardt, ??? about various issues.
- VIII. Board Comments / Other Business**

No comments.
- IV. Adjourn -----Skinner**

Lockett moves to adjourn meeting, Swain seconds, adjourned at 11:21 a.m.