



SWAMC Board of Directors Meeting Minutes
June 18, 2020

- I. **Call to Order** -----9:08 am **President Swain**
 - A. **Roll Call** ----- **Marquardt**
yes Mary Swain, yes Paul Gronholdt, yes Rebecca Skinner, _____ Myra Olsen, _____ Alice Ruby, _____ Glen Gardner, yes Terry Haines, yes Laura Delgado, yes Dennis Robinson, _____ Joe Sullivan, yes Darren Muller
- II. **Approval of Agenda** ----- **Swain**
Skinner moves to approve, Delgado seconds, no objections, agenda approved.
- III. **Consent Agenda** ----- **Swain**
 - A. BOD Meeting Minutes, May 2020
Delgado moves to approve, Skinner seconds, no objections, minutes approved.
- IV. **Governance & Policy** ----- **Swain**
 - A. April 2020 Financial Statement – Marquardt explained that the April financial statement does not reflect the new funding that SWAMC received from DCCED to help businesses access COVID-19 relief funds. Will be shown on future statements. Skinner moves to approve, Robinson seconds, no objections, FS approved.
 - B. Resolution FY20-04: EDA Supplemental Funding Invitation – Marquardt explained that a Board Resolution may be needed for SWAMC’s application, so staff wanted to get formal Board approval. Skinner requested a slight language change broadening a statement that the economy is based on salmon fishing to commercial fishing in general. Skinner moves to approve, Robinson seconds, no objections, Board Resolution FY20-04 is approved.
- V. **Management & Program Issues** ----- **Marquardt**
 - A. EDA Supplemental Award update – Marquardt has been working through challenges with the System for Award Management (SAM) website to become entity administrator for SWAMC. Because of this, SWAMC was unable to submit the application ourselves but Bill O’Neil of EDA submitted SWAMC’s application on our behalf on June 11.
 - B. LiveStories FORWARD platform – Marquardt explained that SWAMC has contracted with LiveStories using DCCED funds to provide the FORWARD platform for free to small businesses in the region to access COVID relief programs. SWAMC hired a contractor and purchased a cell phone to provide a dedicated line for businesses to call for assistance. Staff is working on email outreach to share this service with the region. Skinner asked whether staff has received feedback from businesses indicating that they would use this kind of service. Marquardt responded that staff did speak to contacts in Unalaska and Kodiak and received positive feedback and had some businesses in Unalaska do a “trial run”. Marquardt confirmed that SWAMC will be able to access businesses contact information and platform usage data to assess success of the program.
 - C. FY21 Membership Drive and Communications Improvement – Staff has spoken with Information Insights to request their services to help SWAMC improve our communications strategy and branding, making better use of our Facebook page, website, and newsletter, bringing them up to date and improving our click rate. Staff thinks this will help with membership outreach, attraction, and retention.
 - D. Municipal Assistance Program – Marquardt provided an update about the AK CARES Act funding that went to municipalities. AK CARES funds are to be used for COVID-related costs (cleaning, overtime, clinic expenses, business relief programs). Marquardt discussed eligibility rules for businesses who received CARES funding through various sources, and changes that are still currently being discussed at DCCED and the Legislature.
- VI. **Staff Report**----- **Marquardt**
Marquardt explained format changes made to staff report to streamline staff’s work and provide Board members with a broad overview of staff activities. Marquardt asked Board members their thoughts on staff traveling to region to do in-person outreach and workshops on the FORWARD platform and CARES funding programs. Current travel protocols require quarantining. Skinner suggested staff determine alternatives to in-person travel such as



telephone consultations and video conferences, though broadband limitations may be an issue. Contractor Information Insights can help staff with alternative outreach methods as well. Skinner suggested listing out types of communications that staff wants to have with the region and distance versus in-person methods of doing so.

VI. Board Comments / Other Business

Robinson updated Board members on the City of Unalaska's plan for spending their Municipal Assistance Program funding. A Board member provided the update that the Bristol Bay Borough Manager Gregg Brelsford is retiring, and his replacement is Mark Lynch.

VIII. Adjourn Time: Skinner moves to adjourn meeting, Haines seconds, meeting adjourned at 10:11 am by **President Swain**