



# SWAMC Board of Directors Meeting Minutes

February 18, 2021

- I. **Call to Order** ----- 9:07 a.m. by Vice President Gronholdt
  - A. **Roll Call** ----- Marquardt
    - yes (at 9:28 am) Mary Swain, yes Paul Gronholdt, \_\_\_\_\_ Julie Kavanaugh, \_\_\_\_\_ Myra Olsen, yes Alice Ruby, yes Layton Lockett, yes Joe Sullivan, yes Terry Haines, yes Laura Delgado, yes Dennis Robinson, yes Darren Muller
- II. **Approval of Agenda** ----- Gronholdt
  - Lockett moves to approve agenda, Sullivan seconds, Sullivan moves to amend item B. under Management & Program Issues to change from “Economic R&R Plan RFP Review” to “Economic R&R Plan Proposal Approval”, Lockett seconds, no objections, agenda approved as amended.
- III. **Consent Agenda** ----- Gronholdt
  - A. *BOD Meeting Minutes, January 21, 2021* – Sullivan moves to approve, Lockett seconds, no objections, minutes approved.
- IV. **Governance & Policy** ----- Gronholdt
  - A. *December 2020 Financial Statement* – Marquardt walked through status of FS; SWAMC expenditures are at about 50% of budgeted at this FY midpoint. Lockett moves to approve December FS, Sullivan seconds. Sullivan notes inconsistencies in Profit & Loss for different budget line items, where some line items appear over budget. Staff addressed concern by identifying that items are in fact at budget, but they appear over budget because formal FY21 budget has not been revised to account for changes that have occurred throughout the fiscal year. Board members agree that regular revisions to FY budgets are best way to account for inevitable changes throughout fiscal year, so that financials are accurate by end of each fiscal year. Staff agrees to revise FY budget after Conference. Roll call vote taken, all in favor, FS approved.
- V. **Management & Program Issues** ----- Marquardt
  - A. *Conference Planning Update* – Marquardt provided overview of Conference planning status, including overview of draft agenda and logistics plans for day-of. Board members and staff discussed logistical considerations and potential challenges of Membership Meeting and ability to use Zoom breakout rooms to conduct sub-regional panels. *Meeting chairmanship shifted to President Swain at 9:46 am.* Board members noted suggestions and topic areas they would like to ensure speakers address during conference, especially regarding COVID topics. Board and staff agreed upon timing of pre- and post-conference Board meetings. Discussion also included how and when to post recordings of conference, so that all can benefit from information shared without upsetting paying registrants.
  - B. *Economic Recovery & Resiliency Plan Proposal Approval* – SWAMC staff outlined reasons why they preferred the McKinley Research Group proposal over other(s) received – it addressed exactly what SWAMC was looking for and staff preferred MRG’s data-driven approach and simpler team framework. Sullivan moves to accept McKinley proposal, Muller seconds, all in favor, proposal approved.
- VI. **Staff Report**----- Marquardt
  - A. *Staff Report* – Marquardt provided overview on tasks activities over past month, which primarily includes Conference planning, DCCED reporting, and participation in regular vaccine webinars.
- VII. **Board Comments / Other Business**
  - Board members noted that this year’s virtual Conference is an opportunity for those from the region to participate who have not been able to before. Several board members also provided updates from their communities.
- VIII. **Adjourn Time:** Lockett moves to adjourn, Muller seconds, meeting adjourned at 10:42 am by **President Swain**