**DRAFT SEVEDS Board Agenda**

**March 21, 2019 3:00 – 5:00 pm at BDCC**

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SeVEDS Welcome & Gathering – Meg 5 minutes

* Update on realtor meeting with legislators around broadband
* Present: Avery, Meg, Randy, KvK, Bob, Josh, Stephen, Gary
* Guests: Susan Westa, Oscar Hellar
* Staff: Bobbi, Adam, Sarah

Business

1. Approve Minutes from SeVEDS Jan and Feb meeting 3 minutes
   1. January: First: Avery, Second: Stephen, APPROVED
   2. February: First: Avery, Second, Meg, APPROVED
2. Update on CEDS projects - SL 5 minutes
   1. 73 Projects! Good diversity in geography and project scale
3. Memo from LS on Quorum from Bylaws - AG 10 minutes
   1. Having 9 seems ok to transact but having 6 or 7 seems too small
   2. Oscar: VT had law that quorum is of total membership not present membership
   3. Bob: Keep the board engaged, enforce the missing meetings. Three meeting rule
   4. KvK: against voting after the fact or email voting
   5. Stephen: What about calling a special meeting for votes?
4. Discussion about April meeting date and vacations – Keep on April 18th or move to 25th?
   1. April 18th works best for everyone, AG and LS not able to be there

Financials

1. Review of Final Draft 990 Filing - BK 15 minutes
   1. Bobbi walked through this last meeting. Bobbi circulated it, requirement that board takes a look at this form but if there is anything that sticks out. This is a short year filing to align the fiscal year end with the other companies.
   2. 501c3: not yet approved… just submitted another round of request for information. We’ll see how that plays out. Hopefully we’ll hear back sooner than the first round.
   3. What is causing the problem? Just trying to understand what SeVEDS does. We took the less is more but the IRS really needed more info about what we do and how we do it.
   4. Vote is to authorize Bob to sign 990
   5. First: KvK, Second, Randy, APPROVED
2. Budget reserves recommendation 10 minutes
   1. Bobbi: Does this still make sense? Bobbi considers this a living document. If there are any changes, we’d make those and then get the boards approval. There are no funds on deposit on the reserve account. At year end, you’ll be in around $60,000 in the bank account.
   2. Bob: recommended % reserve? Bobbi: 4-6 months which is about $50,000
   3. Bob: should we put in money annually? General agreement.
   4. Adam: Wait until after Saturday then we’ll know our municipal funding amount total.
   5. Bobbi: recommends reviewing once a year. Next step would be to put money in it.

Updates

1. RED update – Bill 3 minutes
   1. Town Meeting Windham: KvK—can we do a letter to the editor after TM and thank all the towns?
   2. Adam: updated board on municipal funding
   3. Discussion on Brattleboro Town Meeting with Oscar
      1. Do we write up a case studies on our success stories?
   4. Gary brought up Doug Hoffer’s “Making ED Policy”
2. Southern Vermont YP – update SL 5 minutes
3. Update Southern Vermont Economy Summit 5 minutes
4. Memo from LS on NBRC and EDD 5 minutes

Discussion

1. Review and discuss updated Strategic Priorities for April budgeting
   1. Randy: increase size and quality of workforce is a high priority for him. How can we develop some specific actions? How do we spur that?
   2. Adam: introduced the recruiter,
   3. KvK: talked about Avant and its benefit as a tool for the Retreat
   4. Adam: handed out WF brochure.
   5. Oscar: making a point about a communication with HS students on the jobs…
   6. Meg: what about a FB page for job availability? Adam brought up regional job board and how we’re working on it.
   7. Bob: Getting clear about what we want to accomplish and how we measure success. Increase population is most critical. VY money is pretty much gone. Can we identify key items that need community work on WHAT and HOW?
   8. KvK: Is the trade zone being utilized? No.
   9. Meg: College closures. How do we support those college students who are being left out in the cold? Work study? Part time? Internships?
      1. Stephen: touching base with those colleges to see how we can help
   10. Meg: Northern Boarders—infrastructure project support
   11. Adam: brought up succession planning
   12. Take aways:
       1. \*\* Better communications about what’s going on, maybe a job board
       2. \*\* Can staff distill down priorities to a few items?
       3. \*\* These are old CEDS priorities, but with the new ones, can we put things in buckets?
2. Keene Immigration Group - SD

**Upcoming Dates:**

* + - SeVEDS Board Meeting April 18th 3-5 pm
    - Southern Vermont Summit May 23, 2018