**SEVEDS Board Meeting Minutes**

**May 19, 2016, 3:00 pm – 5:00 pm, BDCC**

**Attendees:** Bob Stevens, Patrick Mooreland, Meg Streeter, Adam Grinold, Kristin Mehalick, Luke Stafford (via phone), Drew Richards, Konstantin von Krusenstiern, Martin Langeveld, Peter Yost, and Avery Schwenk

The Usual Business

* Welcome and Gathering – Bob Stevens

There will be a SeVEDS strategy session around our mission at the June board meeting. We will be having a brainstorming session to discuss where we are going next, sustainable funding and the Living Community Challenge

* Approve Minutes

Motioned by Avery Schwenk, Seconded by Peter Yost and Approved by All.

* Review and Approve Financials  – Kristin Mehalick

Motioned by Konstantin von Krusenstiern, Seconded by Avery Schwek and Approved by All.

Informational Updates

* SeVEDS Board Member Policy – Bob Stevens

Recommendation form Adam Grinold, BDCC Executive Director: I recommend the SeVEDS Board adopt a policy in which members who serve on the board are not employed by the BDCC. The Executive Director would be exempt from this policy. Currently, the Executive Director serves as the liaison between the BDCC and SeVEDS boards. This role is critical in having affective communication and understanding between the two boards under the current organizational structure. As the ongoing discussion between the BDCC and SeVEDS boards continue, I can envision a time when the Executive Director may no longer need to serve in this role.

Dutch Walsh has resigned from the SeVEDS and the board has approved the resignation.

* Tri-State CEDS Event – Kristin Mehalick

On May 19th BDCC/SeVEDS along with their partners in Cheshire and Franklin brought together key economic development stakeholders from each of the three states to present the findings of SWOT Analysis of each region’s Comprehensive Economic Strategies (CEDS)

The meeting concluded that each region shared many of the similar strengths, weaknesses, opportunities and threats

Link to The Commons article on the Tri-State CEDS Event: http://www.commonsnews.org/site/site05/story.php?articleno=14805&page=1#.V1g9nZErKM8

* Scheduled Selectboard Meetings – Kristin Mehalick

SeVEDS representatives will be attending upcoming Selectboard meetings across the Windham Region to provide an update on SeVEDS initiatives.

June 21st – Dover

July – Londonderry

July 20th – Wilmington

July 27th – Putney

Substantive Discussions

* Review SeVEDS 2017 Work Plan – Kristin Mehalick

2017 SeVEDS Work Plan

Comprehensive Economic Development Strategies

1. Maintain a valid Windham Region CEDS
2. a) Coordinate biannual CEDS Committee Meetings
3. b) Manage 2016 CEDS projects update process
4. c) Secure 2017 projects selection process

1. Pursue most effective longerterm BDCC/SeVEDS relationship
2. a) Explore 501(c) 3 if appropriate after receiving 501c-6 group status
3. b) Update implementation and financing plan for ongoing CEDS work

1. Continue expanded Southern Vermont Partnerships
2. a) Explore opportunities with other regional partners on SoVermont Zone activities. Which include assessing opportunities to expand Workforce, Young Professionals efforts and implementation in Southern Vermont.
3. b) Advise and assist Bennington County as needed and able in organizing themselves for CEDS development. Partner with Bennington County Region to host a Southern Vermont Economic Development Summit.
4. c) Share economic success stories from Southern Vermont and present the steps needed to develop the Southern Vermont Comprehensive Economic Development Strategy.

1. Continue coordination of Green Economy Innovation Hub development
2. a) Manage current grants and funding
3. b) Promote ongoing cluster activities
4. c) Receive cluster analysis in November 2016
5. d) Share and promote results and opportunities of cluster analysis
6. e) Develop strategy for implementation

1. Green Mountain Innovation Network
2. a) Act upon results of the Accelerator Feasibility Study
3. b) Hire Green Mountain Innovation Network Program Manager
4. c) Identify and leverage funding sources for future sustainability of the program
5. d) Develop a metrics system for evaluating success of the innovation ecosystem

1. Continue to develop a Workforce Center of Excellence Collaborative between providers and users of workforce development services
2. a) Continue to identify training, support, or other resource gaps
3. b) Develop and deliver Fast Tracks to Success regional career awareness program
4. c) Submit additional grants and secure expanded funding
5. d) Continue to develop Regional Workforce Development Systems Map
6. e) Continue to provide project management support of the Internship Program
7. f) Stay informed of and participate in statewide and national internship programs
8. g) Identify needs and opportunities in workforce recruitment. Along with necessary funding support and implementation.

1. Grow and Expand Young Professionals Program
2. a) Better align Young Professionals Program with BDCC and SeVEDS efforts
3. b) Continue regional social and professional program development
4. c) Increase YP membership across the region
5. d) Maintain and enhance  communications/marketing plan in collaboration with other BDCC/SeVEDS organizational plans
6. e) Cultivate relationships with regional YP groups
7. f) Maintain an active role in the annual Young Professionals Statewide Summit
8. g) Develop and implement database of members that captures education and important demographic data

Other

1. Continue to maintain connections/collaborations with Tri-State CEDS alignment opportunities

* Review SeVEDS 2017 Budget – Kristin Mehalick

Budget reviewed and approved by the board.

Other Business / Announcements

* Next SeVEDS Board Meeting, Thursday, June 16th, 3:00 – 5:00 pm