**SEVEDS Board Meeting Minutes**

**November 17, 2016, 3:00 pm - 5:00 pm, BDCC**

Attendees: Bob Stevesn, Patrick Moreland, Matrin, Luke Stafforf, Drew Richards, Bill Colvin, Adam Grinold, Meg Streeter, Ann (via phone), Bethaney LaClair, Avery, Stephen Doston, Susan McMahon, Bobbi Kilburn, Alex Beck, Laura Sibilia, and Kristin Mehalick.

The Usual Business

* Welcome and Gathering – Bob Stevens
* [Approve Minutes](http://seveds.com/wp-content/uploads/2016/11/SeVEDS-Board-Meeting-Minutes-October-1.pdf)

Motion: Meg Streeter

Second: Ann

Approved by all

Abstained: Martin

* Review Quarterly SeVEDS Financials – Bobbi Kilburn

Bobbi Kilburn, Director of Finance and Grants at BDCC provide the board with an overview of the quarterly SeVEDS financials.

Will be drafting a service agreement between BDCC and SeVEDS to reflect the current state of the financial procedures.

Updates

* SeVEDS Executive Committee Members – Bob Stevens
	+ Action: Formal approval of Executive Committee Members

Motion: Adam Grinold

Second: Avery

Approved by all

Substantive Discussions

* Workforce Overview and Strategy Discussion – Alex Beck **Insert notes from workforce conversation**
* SeVEDS Mission Workgroup – Luke Stafford
	+ Mission: SeVEDS develops long-term strategies that generate growth and prosperity in our regional economy.
	+ Vision: To be recognized as the model for US rural economic development.

What do we know?

 SeVEDS develops strategy in the region

 Long term strategy

 The work we are doing is really important

We want to think bigger than Vermont and New England – We went with the US and went with rural because it sums up what are doing here

The bigger idea is the vision

Regional shows the growth

Stratgies are long term – the CEDS

Growth and prosperity is also long term

*Suggestions: add in sustainable “Generate sustainable growth”*

This mission and vision will be recutirment tool – if we have a prospect can they believe it?

Vision is powerful!

 Wordsmithin and move US to the end. “Development in the US”

 “national model” and not “US”

**Mission: SeVEDS develops long-term strategies that generate growth and prosperity in our regional economy.**

**Vision: To be recognized as the model for rural economic development in the United States.**

Motion: Meg Streeter

Second: Stephen Dotson

Approved by all

Other Business / Announcements

* Next SeVEDS Board Meeting, Thursday, December 15th from 3:00 – 5:00 pm at BDCC
* Ecovation Hub Milestone 4 Event, Wednesday, November 30th at SIT/World Learning from 4:00 – 6:30 pm
* Upcoming Selectboard Meetings:
	+ Monday, November 28th at 6:30 pm, Town of Guildford
	+ Monday, December 5th at 6:00 pm, Town of Westminster
	+ Tuesday, December 6th at 6:30 pm, Town of Brattleboro
* Upcoming YP Events:
	+ Friday, December 9th, "Game Night" at Coworking Plus
	+ Wednesday, December 14th Self Defense & Empowerment Course

CEDS and FY ‘17 Board Priority Area Updates

* **General CEDS**
	+ Municipal Funding for RY 2017 - 2018
		- Towns we will be petitioning to be included on the warning: Westminster,

 Vernon, Marlboro and Guildford

* + - All petitions due to town offices on January 19, 2017 at 5:00 pm
	+ CEDS Objective 1: Act Regionally
		- CEDS: New Projects/Project Updates - October 28th – December 2nd – Project

Review/Ranking period open

* + - CEDS Press Event – December TBD
		- 31 Project Updates Submitted, 15 new projects submitted, Total: 46
* **CEDS Objective 2: Create an entrepreneurial environment and culture to enhance existing business and grow new business.**
* INSTIG8 activities for this fall range from networking events to a hack-a-thon, all of which help to support and cultivate a culture of entrepreneurship and innovation in the region.www.facebook.com/INSTIG8
	+ - Idea Jam Londonderry - good results, 15 people present. Great outreach!
		- Several WCEDP project in review
		- 802 Cups migrating to a more structured pitch-prep session
		- Request for Mentors, only one respondent in the last three weeks. (in all newsletters)
		- Next Idea Jam - Wilmington, Date - TBD
* **CEDS Objective 3: Improve wage parity with the surrounding labor shed**
	+ Board 2016 Priority: Green Building, Healthcare, Tech Driven Precision Manufacturing
		- Ecovation Hub
			* Milestone 4 Event: Wednesday, November 30th at SIT/World Learning from 4:00 – 6:30 pm. Celebration of the work done over the last year and what’s to come now the cluster analysis is completed.
			* 8 business opportunities coming out of the cluster analysis. Including: LEAN Retrofit, Resilience Advisory Tool, Rich Earth, Cross Laminated Timbers (CLT), Knowledge Center, Ed and Training Consortium, Green Gap, Green Bridge, and Eco FIRE.
		- Reference Materials: Action Team Meeting Notes: [FIRE](https://www.dropbox.com/sh/zw3ywfql3ct3ly3/AADJr-Ac9Yd1kdw-qnbfUNHla?dl=0), [Products & Services](https://www.dropbox.com/sh/n17u0hr2qyn24mh/AAB9DZR4CJnxcQ2TU_XaTNX1a?dl=0), and [Knowledge Center](https://www.dropbox.com/sh/990svh57zsfn4gd/AABv1ieztAFucM3u9gXCT5eea?dl=0)
		- Reference Material: [GB Cluster Analysis](https://drive.google.com/file/d/0B66Q1ithzaq6MjI2VFpXdHRLNF84S0RBRjhGbUozLWlJOE4w/view?usp=sharing)
* **CEDS Objective 4: Increase the size and quality of the workforce**
	+ Board 2016 Priority: Workforce Development and Internship Program
	+ 2 Interns have been placed; 7 are currently in the process of being placed.
	+ Internships have been created/posted with:
		- Groundworks Collaborative
		- Senior Solutions
		- Oak Meadow Independent Learning
		- The Gathering Place
		- Grace Cottage Healthcare Center
		- Morrell Metalsmiths
		- Meeting Waters YMCA

* **CEDS Objective 5: Retain and attract younger talent through engagement linkages, lifestyle amenities, and meaningful career opportunities**
	+ Raised ~$100 for the wine tasting last weekend
	+ Intro to Healthcare: Lunch & Learn (Wednesday, 11/16)
	+ "Game Night" @ Coworking Plus (Friday, 12/9)
	+ Self Defense & Empowerment Course (12/14)
	+ 3 referrals of YP's new to town that Alex has met with to provide professional & social support to.

**Action Items:**

* Send Bobbi meeting reminder to come to board meeting quarterly
* Add review of SeVEDS financials to the Executive Committee agenda
	+ EC should be looking at what is being reported on the project financials – Cross over with BDCC efforts – what is the percentage the project is completed (shown within the update)