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MEDA represents over 200 members who are actively involved in local economic activity, community development, job retention and job creation for Montana.

MEDA BOARD MEETING

Conference Call

December 9, 2011; 2:00 – 4:00pm

Dial in: 712.432.0175 pin 217279

MINUTES

On the Call: Terry Myhre, Jim Smitham, Rick Edwards, Steve Arveschoug, Kellie Danielson, Ken Richardson, Jim Atchison, Anne Boothe, Brett Doney, Larry Mires, Jason Rittal, Andy Poole, Kathie Bailey, Jim Davison, Leslie Messer, Stuart Leidner and Gloria O'Rourke.

1. Welcome and Approval of Minutes

President Larry Mires welcomed everyone to the call and requested approval of the August 30th and October 5th minutes. Jim Smitham moved to approve and Kellie Danielson seconded the motion. Motion carried.

2. Financial Reports

Financial reports including Balance Sheet, Profit and Loss and Budget v. Actual as of November 30th were shared. It was noted the 2010 Economic Summit funds are still in MEDA's account and should be moved before year end. Brett Doney suggested using Goods360 to save money on purchasing GoToWebinar and other services for nonprofits. Rick Edwards moved to approve the financial reports; Brett Doney seconded the motion. Motion carried.

3. Local EDO Contact/Code of Ethics

As discussed in the October board meeting, MEDA is not to serve as a policing agency regarding the Code of Ethics. Gloria was asked to send a copy of IEDC's newly adopted code to the board. Following feedback from the board, it will be determined if a committee is needed to update MEDA's code.

4. Spring Conference (includes RCC Joint Conference discussion)

Anne Boothe shared information regarding the MSU Extension/Horizons annual meeting called Rural Communities Conference. This annual event often contains topics of interest to economic developers and has 200-250 people in attendance. It was suggested that MEDA hold its conference either prior to, during or following the RCC event. Gloria and Kellie Danielson will compile a survey to MEDA's membership regarding preferences for the spring conference. If the

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BOARD OF DIRECTORS: LARRY MIRES, PRESIDENT, GLASGOW * TERRY MYHRE, VICE PRESIDENT, HELENA *
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* STUART LEIDNER, BOZEMAN * STEVE ARVESHOUG, BILLINGS * KEN RICHARDSON, MISSOULA *
* KELLIE DANIELSON, KALISPELL * KATHIE BAILEY, LEWISTOWN * PAUL TUSS, HAVRE *

conference is held in Bozeman, the committee will be: JP Pendleton, Stuart Leidner, Anne Boothe, Larry Mires and Gloria.

5. Strategic Plan Update

- a. Tracy McIntyre was unable to join the call today, but her work on the strategic plan continues.
- b. Update on Advisory Committee: Jim Smitham reported on a preliminary Advisory Committee meeting held in Helena, on November 21st with Jim Smitham, Jim Davison, Terry Myhre, Tracy McIntyre from MEDA and Dore Schwinden, Andy Poole, and Karyl Tobel from MDOC. One objective under MEDA’s Strategic Plan is to create an advisory committee that would provide feedback on the use of state and federal programs to program directors. Defining the precise purpose of the committee and asking for membership participation are the next steps. The following agreed to begin the process: Brett Doney, Andy Poole, Jim Smitham, Rick Edwards, Tracy McIntyre and Larry Mires. Gloria will send an email to identify the best date to meet next week.

6. By-Laws Changes

With the dissolution of MAEDC, MEDA’s by-laws need to be changed; other updates may be needed as well. The By-Laws Review Committee is: Brett Doney, Kathie Bailey, Stuart Leidner, and Jason Rittal. Gloria will send an email to identify a meeting date and time.

7. Sector Analysis Project Update

Jim Davison reported the EDA/GOED/BSTF Sector Analysis Project continues to advance. Gloria will send the quarterly report received from RTS to the board. The steering committee for this project should meet in January.

8. ExecutivePulse Contract

Gloria reported the ExecutivePulse contract expires in September 2012. Numbers for the cost of accessing the software for the entire state will be available in February.

9. Committee Updates:

- a. Scholarship – Anne Boothe noted all scholarship money has not yet been expended due to pending training for several award winners. The MEDA Board will decide on a spring scholarship award amount once a decision has been made for MEDA’s spring conference.
- b. Legislative – The Legislative Interim Committee will meet December 21st to begin setting the stage for MEDA’s 2013 Legislative Agenda. The Interim Committee will review a proposal regarding the Tourism Initiative at that time.
- c. Professional Development – Once information is gathered from the membership survey, the next Professional Development course can be decided.

10. Misc.

It was noted MEDA should begin positioning itself to obtain commitments from candidates for stronger support for economic development programs.

Action Items	Who	When
Board review of IEDC’s Code of Ethics to determine if MEDA Code needs updated;	Gloria send to Board; Board review	Prior to next board meeting
Membership survey regarding spring conference and professional development topics compiled.	Kellie Danielson and Gloria	12/13/11
Send Doodle for Advisory	Gloria	12/13/11

Committee to meet		
Send Doodle for By-Laws Review Committee to meet	Gloria	1/4/12
Send RTS Report to Board	Gloria	1/4/12
Sector Analysis Steering Committee to meet in January.	Gloria	1/31/12