

**MEDA BOARD CALL
AUGUST 5, 2019
3:30PM**

On the call: Heather, Kim, Sarah, Kathie Bailey, Adam Vauthier, Beth Epley, Tori Matejovsky, Marie Hirsch, Jason Rittal, Tim Guardipee, Brian Obert, Steve Arveschoug, Paul Reichert, Rick Edwards, Toni Schneider and Gloria O'Rourke.

Approval of Addendum

Steve reviewed the Addendum sent out by Tara. The addendum does not spell out the scope of work, but rather defines the roles moving forward.

See section J: Contractor will conduct conference, summarize findings, and technical assistance, and publishing info on website.

Under the Addendum, MEDA would not do this work, but provide administration for paying the contractor.

MDOC has a scope of work in mind for the \$20,000 which would include the match making event with Georgetown University and MSU Billings.

Kim reviewed her additions to the addendum. She noted the contractor should be very engaged with economic developers to coordinate the matches. It was not clear if MDOC was seeking this as it is not included in the scope of work.

Rick moved to approve the addendum with the addition of a provision that MEDA is not responsible for costs of the subcontractor. Paul seconded the motion.
Vote was unanimous.

Kim was asked to gather a one-pager for the scope of work recommendations. Gloria is to send around to the board. Deadline: close of business Wednesday.