MEDA BOARD MEETING MINUTES
Yogo Inn, Snowy Room, Lewistown, MT
October 2, 2012 9:00am – 11:00am

PRESENT: Jason Rittal, Kellie Danielson, Kathie Bailey, Martin DeWitt, Jim Smitham, Jim Davison, Steve Arveschoug, Joe McClure, Stuart Leidner, Paul Tuss, Brian Gion, Leslie Messer, Jim Atchison, Anne Booth, Tony Preite, Mike O’Rourke, James Grunke, Evan Barrett, Pat Wise and Gloria O’Rourke.

Via Phone: Rick Edwards, Tracy McIntyre, Larry Mires.

1. Previous Minutes
   Jason Rittal, MEDA Vice President, called the meeting to order. Rick Edwards moved to approve the minutes from the February 27th meeting; Kellie Danielson seconded the motion. Motion carried.

   Rick Edwards reviewed the Balance Sheet, Profit and Loss and Budget v Actual reports. Rick will begin working with the Budget Committee to prepare a 2013 Budget. It was suggested to increase scholarships to $9,000 per year in the 2013 budget. It was also suggested to bring Home Town Competitiveness to Montana. Should MEDA be asked to serve as the next Economic Summit fiscal sponsor, a committee will be formed to clarify the administration, income and spending process. The Summit Committee, should it be needed, will include Jim Smitham (Chair), Jim Davison, Tracy McIntyre, Rick Edwards, and Jason Rittal. Jim Davison moved to accept the financial reports, Martin DeWitt seconded the motion; motion carried.

3. Strategic Plan Update At-a-Glance – Tracy McIntyre and Gloria
   A MEDA Strategic Plan At-a-Glance matrix was shared with the board. The items on the At-A-Glance document match the MEDA Strategic Plan goals and objectives. Names of those willing to work on specific objectives are needed as well as dates or timelines for completing the tasks. As the majority of the goals and objectives came from a MEDA membership survey, the document will be shared with MEDA and those wishing to participate will be listed.

4. Committee Updates or Assignments
   a. Legislative – Rick Edwards, Chair
      i. Gubernatorial Forum: MEDA’s Gubernatorial Forum is ready to begin today at noon. Candidates Bullock and Vandevendor will be participating. Rick Hill was not available.
      ii. Flow of Natural Resource Dollars: a presentation has been prepared for the MEDA conference regarding how funding flows with natural resource income.
      iii. Rotunda Day (focus/purpose of two dates) January 15th and March 7th
           MEDA would like the January 15th date; MDOC will coordinate the March 7th date. The MEDA Rotunda Day Committee is Rick Edwards, Paul Tuss, Anne Boothe, Jim Davison and Martin DeWitt.
      iv. Weekly legislative calls will begin in December or January.
v. Questions for congressional races: Paul Tuss handed out draft questions for the congressional contests. Paul will send the questions to each candidate with a deadline for response.

b. Program Review – Tony Preite, Chair
Tony updated the board on the one program review request received to date. Montana USDA/RD continues to work through all of the channels to make the adjustment. The board discussed the issue of the transfer of the CDBG funds. A program review form will be submitted to acknowledge the request for improved communication should such a transfer of funds occur in the future.

c. Scholarship – Anne Boothe, Chair
Anne provided an update on the fall round for the Rick Jones Memorial Scholarship Awards. The fall deadline is October 12th. One application has been received to date.

d. Professional Development – Kellie Danielson, Chair
Kellie reported that two TIFID trainings were held and well attended. PPL Montana, as the major sponsor of professional development training, is willing to use sponsor dollars to raise the level of professional training at MEDA conferences. An amount will be available for each MEDA conference when PPL contributes $10,000 per year. Kellie suggested webinars may be offered in the future to provide less expensive and more specific training. IEDC training requires a commitment of 50 attendees; Idaho may be interested in partnering with Montana. Kellie is compiling a resource list that members could respond to for training needs. The decision was to “juice up” MEDA conferences with funding from Professional Development. Kellie will confirm this with Lisa Perry, PPL Montana and send out a list of suggestions for MEDA members. Brian moved to have $1,500 for Professional Development to be used for each conference for a total of $3,000. Leslie Messer seconded the motion; motion carried.

e. Nominating Committee
A Nominating Committee was formed as follows: Paul Tuss, Chair; Kellie Danielson, Rick Edwards, Martin DeWitt, and Jim Davison

5. MEDA Fall Conference Update – Kathie Bailey, Chair
The fall conference agenda was reviewed. Kathie Bailey and Jim Smitham will facilitate the Gubernatorial Forum.

6. Spring Conference
It was decided the MEDA 2013 Spring Conference should be held immediately following the legislative session; the first week in May is under consideration. Both MEDA conferences in 2013 should include Professional Development Training. Gloria is to send out a request for proposals to learn who would be interested in hosting the 2013 conferences. It was suggested that one of the two conferences be held in Eastern Montana. Once a location is set, an agenda committee will be formed. Also under consideration is a MEDA/WEDA/EDA conference, possibly to include Idaho and other states as well. Gloria will pursue some discussion with these groups, and encourage a midsummer meeting.

7. Special Recognition
Rick Edwards raised the discussion of recognizing Governor Schweitzer for his support of economic development and MEDA throughout his eight years in office. The motion was made by Paul Tuss to have the Executive Committee decide how to recognize the Governor and whomever else, i.e. (GOED and MDOC) to thank the Governor and his team for their work. Stuart Leidner seconded the motion; motion carried.

8. Representation on the State Technology Partnership Committee – Tracy McIntyre
As President of MEDA, Tracy was asked to become engaged with the State Technology Partnership Committee. The next meeting is November 2nd. As meetings are usually held in Butte, Bozeman or Missoula, Tracy would not be able to attend the majority of the meetings. Board members requested more information on the committee. Kellie Danielson and Stuart Leidner said they could attend meetings in their area.

9. Next meeting
The next face-to-face MEDA Board meeting will take place on March 7th in Helena, to coincide with MDOC’s Rotunda Day.
## Action Items

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<tr>
<th>What</th>
<th>Who</th>
<th>When</th>
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<tr>
<td>Draft 2013 Budget</td>
<td>Budget Committee (Note – Scholarships raised to $9,000 per year.)</td>
<td>December 2012</td>
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<td>Investigate Bringing “Home Town Competitiveness” to Montana</td>
<td>Kellie and the Professional Development Committee</td>
<td>December 2012</td>
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<td>Share At-A-Glance with MEDA Members and encourage membership participation</td>
<td>Tracy and Gloria</td>
<td>October 30, 2012</td>
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<tr>
<td>Nomination of Officers, Board Members</td>
<td>Paul Tuss, Chair: Kellie Danielson, Rick Edwards, Martin DeWitt, and Jim Davison</td>
<td>March 2013</td>
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<td>Request for Proposals for MEDA 2013 conferences</td>
<td>Gloria</td>
<td>November 2012</td>
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<td>Investigate MEDA/WEDA/EDA et al midsummer conference</td>
<td>Gloria</td>
<td>November 2012</td>
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<td>Special recognition and thanks</td>
<td>Executive Committee</td>
<td>November 2012</td>
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