

**Skagway Development Corporation**  
Board of Director's Meeting Minutes  
December 18, 2019

- I. Call to Order**  
Cori call the meeting to order at 5:42pm
- II. Roll Call**  
Present: Michelle, Julene, Cori  
Absent: Tim, Bruce, Exofficios Dustin & Andrew
- III. Approval of Minutes**  
a) October 28, 2019 Regular Meeting  
i. Julene moved to approve the minutes for the October 28 meeting. Michelle Second. Yay- 3, Nay - 0.
- IV. Approval of Agenda**  
a) Julene made the motion to approve the agenda for the December 18 meeting. Michelle seconded. Yay-3, Nay -0  
b) Discussion: Julene moved to amend the agenda and add item B under new business: Extension of Director's return. Michelle Second. Yay- 3, Nay - 0.
- V. Communication to SDC**  
a) **Citizens Present:** 0  
b) **Correspondence:** Correspondence from Executive Director
- VI. Finance Report**  
i. No financial report provided
- VII. Director's Report**  
Creator Space Ad hoc committee met. Mission Objective Outdoors has become their own non-profit and will be closing their account with SDC-CDS. Yuletide has moved under the CVB and will be closing their account with SDC-CDS. Completed the recreational trail grant application for the MOS. SBRC was rented out one time, 3 individuals have received assistance, and the SRBC is closed as of November 8<sup>th</sup> while the director is gone for maternity leave. Shopsmall Saturday occurred November 30<sup>th</sup> and 13 vendors participated. Winners of the gift cards were Debbie Stiedel and Juan Castaneda-gonzalez. The Yuletide Open-house was fantastic. Completed the strategic plan for the development of Blocks 95 & 102 and submitted it to the Planning and Zoning Commission. Executive Director attended the Pacific Northwest Economic Region Economic Forum. Lynda.com was renewed, Brad was emailed what it means to be a Certified local government, and the director is still looking into what it takes to be a Customs Broker.
- VIII. Unfinished Business**  
a) **Renewal of Office Lease**  
i. Tabled until next meeting
- IX. New Business**  
a) **Election of board members**

- i. Seats of Cori, Bruce and Michelle to be filled for a 2-year term
- ii. Tabled until next meeting

**b) Extension of Director's return**

- i. Julene made a motion to extend the opening of the SBRC until February 10<sup>th</sup>, 2020.  
Michelle Second. Yay- 3, Nay - 0.

**X. Discussion Items**

- a) Means of getting SDC to be self-sustainable
  - i. Discussion: Michelle brought up that during the open house, community members commented that they want to have a better way of knowing what's SDC is doing- Get the new website live to better promote what SDC is doing. Newsletter, though Julene pointed out that SDC is not a membership-based program. A community member suggested teaching Drivers Ed. Christmas Light Drive. We need better incentive to get people out shopping during ShopSmall Saturday. We are trying to compete with other promotions such as the Mountain Shop and Chamber's Drawing. There has also been a disconnect trying to get businesses to participate as well. We need to brainstorm a way to get businesses more involved. No one had any new ideas other than what is listed. A lot of positive feedback on the Skagway Space though concern over competition of an art gallery.
- b) Board member's officer positions for 2020 January meeting
  - i. Board members need to decide if they would like to continue in their current board positions. Discussion held off until more board members are present.
- c) Budgeting for FY21
  - i. Budget items need a little more detail explaining need. We need to realign our partnership between SDC and the MOS.

**XI. Board Comment**

- a) No additional Board Comments

**XII. Next Meeting Date/Time**

- a) February 10, 2020

**XIII. Adjournment of Regular Board meeting**

- a) Cori called this meeting to adjournment at 7:10pm.