

Skagway Development Corporation
Board of Director's Meeting Minutes
February 10, 2020

- I. **Call to Order**
Bruce call the meeting to order at 5:34pm
- II. **Roll Call**
Present: Bruce
Via Phone: Michelle, Julene, Cori (in and out on the phone)
Absent: Tim, Exofficios Dustin & Andrew
- III. **Approval of Minutes**
 - a) December 18, 2019 Regular Meeting
 - i. Julene moved to approve the minutes for the December 18 meeting. Michelle Second. Yay- 3, Nay - 0.
- IV. **Approval of Agenda**
 - a) Julene made the motion to approve the agenda for the February 10th meeting. Michelle seconded. Yay-3, Nay -0
 - b) Discussion: Julene moved to amend the agenda to remove executive session and correct minute dates from October 28th, 2019 to December 18th, 2019. Michelle Second. Yay- 3, Nay - 0.
- V. **Communication to SDC**
 - a) **Citizens Present:** Brad Ryan
 - b) **Correspondence:** Individual interested in an internship with SDC this summer.
- VI. **Finance Report**
 - i. Showing a Net Income of \$19,875.08 as of February 10, 2020 starting at July 1, 2019
- VII. **Director's Report**
 - a) Kaitlyn was on maternity leave for December and half of January. Focuses in January were: filing taxes, writing up the annual report, and creating a budget. A synopsis was provided to Borough Manager Brad Ryan regarding to different grant opportunities, to for water extension "EDA: Public Works & Economic Adjustment Assistance Programs" & the other for starting to do the engineering design for the redoing of Main Street "BUILD". Met with the Mayor to discuss future funding and a new MOA. The Small Business Resource Center is opened up again part time.
- VIII. **Unfinished Business**
 - a) **Renewal of Office Lease**
 - i. Tabled until next meeting
- IX. **New Business**
 - a) **FY21 SDC Budget**
 - i. Julene motioned to approve the SDC FY21 Budget to be submitted to the MOS per our current MOU. Michelle Second.
 - ii. Discussion: This budget is SDC's operating budget for 2020. SDC & SDC-CDS now have separate budgets so that these entities can both pursue grants in the future.

iii. Yay- 4, Nay - 0.

b) **FY21 SDC-CDS Budget**

i. Julene motioned to approve the SDC-CDS FY21. Michelle Second.

ii. Yay- 4, Nay - 0.

c) **Letter to Mayor Cremata Requesting a MOU work Session**

i. No action taken. Follow Mayor's advice of drafting and working with Assembly members.

X. **Discussion Items**

a) List of new Service ideas

i. Bring forward Etsy style program & Investor program

XI. **Board Comment**

a) Julene felt the annual report looked great and appreciated the thank you not to Paul on the front page

XII. **Next Meeting Date/Time**

a) March 11, 2020 @ 5:30pm

XIII. **Adjournment of Regular Board meeting**

a) Meeting adjourned at 6:32pm