

SKAGWAY DEVELOPMENT CORPORATION  
BOARD of DIRECTORS MEETING  
June 1, 2020 @ 4:00pm

MINUTES

- I. Call to Order** 4:16PM
- II. Roll Call** – Kaitlyn, Cori, Julene, Bruce, Tim, Dustin-Ex Officio
- III. Approval of Minutes**
  - April 22, 2020 Regular Meeting – Julene/Bruce, passed unanimously with no discussion
- IV. Approval of Agenda** – Bruce/Julene, Director requested that we delete IX. D - COVID-19 and add X d. Application for AK CARES; passed unanimously with amendments
- V. Communications to SDC**
  - **Citizens Present** 0
  - **Correspondence**
    - i. MOS Re: CARES Act – CARES Act manager. Directors replied to Borough manager that we are interested and would like more information/details regarding what would need to be done as CARES Act manager
    - ii. Annyssa Frank, RE: Showing Support For Skagway Businesses - T Shirt. To be discussed under Discussion Items
- VI. Financial Report** – P & L, on track with budget for remainder of year and quarter
- VII. Directors Report**
  - See Attached
- VIII. Unfinished Business**
  - Skagway Studios Program- hiring lawyer to review.  
Director reported what she learned from Foraker and the Borough Manager; Julene/Bruce, Motion to re allocate \$1000 not spent for Made in Skagway advertising in Skaguay Alaskan, to hiring a lawyer to review SSP Terms of Use for Buyers and Sellers. Passed unanimously noting choice of lawyers at discretion of Director upon inquiries as to anticipated time to do the review.
  - Adjustment of Kaitlyn’s Health Insurance Reimbursement.  
Bruce/Julene, Motion to re allocate the Directors Health insurance contribution to an HSA; passed unanimously with Director’s explanation of changes in other family coverage and cost to SDC with this change being a savings of \$69/year in lowered payroll tax.
- IX. New Business**
  - Approval of Draft Letter to DCCED & AIDEA re: AK CARES Grant Program Eligibility – Director reported how it’s currently set up and the changes she is

recommending; discussion of the draft letter to be sent to local, state and federal government representatives; Motion Bruce/Julene; passed

- Approval of Draft Letter to AMHS re: 2020 Summer Schedule in the Upper Lynn Canal - Discussion of draft letter to re-establish weekly ferry service between Skagway and Haines ; Motion Julene/Bruce; passed
- Approval of Draft Letter to Municipality of Skagway re: Including Business Support with CARES Act funds – Motion Julene/Bruce; Discussion of draft letter and how to get SDC’s proposal out to other individuals and organizations to consider/comment; passed
- ~~Approval of COVID19 Economic Impact Survey~~
- Approval of SDC service rates – Discussion of types of service and clients. Motion Bruce/Julene - \$67.17/hour with 25% discount for up to 10 hours for start up businesses, passed

**X. Discussion Items**

- Involvement with Annyssa Frank designs – Discussion of how Ms Frank might get her design used to raise fund for organizations in town, Director to offer to manage her funds for this project through CDS.
- northern intertie and dock electrification - tabled
- New Board Member – a few suggestions were made, Director to contact to assess interest to serve.
- Application for AK CARES - ?

**XI. Board Comment - None**

**XII. Next Meeting Date/Time – June 29, 4:00PM**

**XIII. Adjournment – 6:13PM?**