

APPROVED MEETING MINUTES  
ECONOMIC DEVELOPMENT ALLIANCE OF LINCOLN COUNTY  
BOARD OF DIRECTORS MEETING  
Thursday, November 5, 2020, 3:30 pm  
Zoom Web Conferencing Meeting

Members Present: Kemp, Smith, Abbott, Cowen, Dahl, Holbrook, Hunt (late), Lewis, Roy, and Ryslinge  
Staff: Schuytema and Brewer

1. **Agenda Review:** Kemp opened the meeting at 3:30 in Bailey's absence. Schuytema requested that he or Hunt be added to the end of the agenda.
2. **Review and Approval of October 1, 2020 Minutes:** Abbott moved and Roy seconded a motion to approve the minutes. The motion passed unanimously.
3. **Treasurer's Report:** Smith reported a \$63K discrepancy due to a transfer error from the old system. Schuytema was working with the accountant's office to fix. Smith noted there was a continuing withdrawal of funds, though expenses were extremely tight. Bottom line was to find a way to generate money. He added that Schuytema was putting out a lot of effort and adding a lot of in-kind value to the County and maybe there was a way to ask for returns for the efforts. Re: transient room tax and lottery money, Schuytema will ask Hunt again after the listening sessions.
4. **Board Membership Policies – possible bylaws change:** The ad hoc board of directors membership process committee (Kemp, Holbrook, Ryslinge and Schuytema) met and discussed a nominations committee. Another committee was recommended for strategic planning. They would make a nomination for specific purposes when needed. Ryslinge commented that EDA is an organization with one and a half employees and a board and for the board to be successful there needs to be a level of involvement and alignment between its members with goals that can change over time. The idea is to have a committee working on strategic planning and assess where the gaps are. Next time there is a vacancy there would be nominations. It would be good to look at alignment in a consistent way for constant self improvement.

The committee proposed two bylaw changes: The original was: 5.6 Nominations. Nominations for directors may be made by the board of directors, by a nominating committee appointed by the board, or from the floor by any two members at the annual meeting.

The change to:

*5.6 Nominations.* Nominations for directors may be made by the board of directors, by the strategic alignment and governance committee, or from the floor by any two members at the annual meeting.

The addition (new section):

*5.16.2 Strategic Alignment and Governance Committee.* The board of directors shall appoint a strategic alignment and governance committee to recommend potential new directors to the board, periodically review organizational goals and alignment with those goals and, when vacancies arise in the board of directors, seek to recommend incoming directors that best align with organizational goals. Other responsibilities of this committee include recommending directors to officer positions (to be nominated by the

board of directors) and providing guidance and stewardship on organizational transparency.

***Motion: Kemp moved and Dahl seconded a motion to approve the bylaw changes. The motion passed unanimously.***

- 5. Discuss Community and Economic Development Grant Process:** Schuytema said the total number of twelve grant applications exceeded the available grant money. Discussion ensued about the quality of applications from last year; the challenge to have a balance of economic development and social good; breaking applications into smaller - and one or two larger ones that foster economic development; and to maybe push a little bit with specific EDA recommendations. Smith reported EDA's recommendations to the County last year which asked them to consider setting aside some money for large projects.

Abbott will let the board and Schuytema know about the grant scoring sheet, which is the same as last year. He needs it back from them by November 30.

- 6. Re-upping Board Member Terms:** Schuytema announced four board members' terms had expired in June (Dahl, Fitzsimmons, Holbrook and Lewis) and they all wanted to re-enlist. Since EDA is in limbo with member involvement and voting is supposed to occur at the annual meeting, it was decided to vote on each member individually without the slate of candidates voting at all.

***Motion: Cowen moved and Smith seconded a motion to approve the re-enlisted terms of Dahl, Fitzsimmons, Holbrook and Lewis. The motion passed unanimously without votes from the candidates.***

- 7. Organization Goals and Projects:** Schuytema referred to the distributed Organizational Goals and Projects revised on 11/2/20. He reviewed the current goals, current projects, anticipated future projects and current professional staff development. He asked for advice and input from the board. Discussion ensued about how it is good to have a road map; whether the project in Lincoln City would be portable for EDA; the importance of seeing projects related to goals – it helps to draw the line to say “no” if need be; and a mention that one of the most meaningful projects EDA has worked on for years is housing.

Ryslinge recommended having one page on what is happening now and another in the future. Starting with a mission points a way to have high level goals and focus for internal and external work. Cowen added that it was a great start, great sheet to have and update and suggested projects that impact economic development. Schuytema will try to refine and Kemp volunteered to be a sounding board.

Hunt talked about the four listening sessions scheduled for the following week that anyone could attend. Frank Burriss from OSU Extension will moderate. They tried to balance the attendees with representatives from cities, business, chambers, port people and others. One goal is to find out what and how people want things done and if they are willing to contribute.

There were fewer grant applications than usual and Hunt indicated they will move forward with what they have. October 29 was the deadline.

Kemp adjourned the meeting at 4:35 pm.