

To: ***Governance Committee Members***

Re: ***Minutes of July 13, 2021***

*Present:* Dr. Kris Duffy – Chair of Committee  
Chris Barden - Member  
Alex Rotolo – Member  
Mike Pratt-Member attending via zoom

*Staff:* Jim Siplon – President  
John Wheatley – Vice President  
Linda Oldenburg - Economic Development Coordinator  
Amy Potter – Marketing & Communication Director

On July 13, 2021, at 3:30 p.m. the Governance Committee of the Economic Development Corporation was held in person at Bishop Conference Room and via zoom the following items of business were discussed

- I.** **Welcome & Call to Order:** Committee Chair Dr, Kris Duffy welcomed committee members and staff and called the meeting to order at 3:39 p.m.
- II.** **Old/New Business** –Governance Committee minutes from June 8, 2021, were reviewed, and a motion was made to approve by Chris Barden, seconded by Alex Rotolo and carried unanimously. President Siplon shared that Linda has done quite a bit of work on to sending a new updated copy of our policies and all appropriate documents to every board member, which we will be doing annually. In the process of doing that, she discovered that policy number one and policy 15 are essentially the same policy. Given that, we are suggesting the Governance Committee select a single version of the policy so we can finalize the distribution of the binders to all.

Marketing and Communication Director Potter noted that 96 membership letters were mailed out to current members, middle of June and to date we had 20 responses, bringing in a membership income of almost halfway to our budget target. While she will continue to engage those that have not yet responded, she also indicated she would ask for the Board to help with some contact as there is certainly a robust list of potential members that are local, that have not been a member for one reason or another. President Siplon did suggest that the list be socialized with the full board and anyone on the board who has a relationship there and then they would reach out to them. If anyone that the board reached out to had questions they could be directed to the office for clarification.

President Siplon talked about measurements in terms of retaining, attracting, growing businesses, and making it more robust than what we have been showing in the past. We will be bringing to the full board two or three different versions that our interns have been helping us organize. Broadband is its own area, and we have been debating back and forth about whether we want to commit to an overt number of either homes, additional homes served or something else. On housing we are very much at the front end, but I think this is perhaps one of the most important things we can do for the region. There is no comprehensive view, of what is our current housing capacity by town, by city, by the county or region. There is plenty that tells you how many houses have sold, and we can tell you how much the price is going up, but we do not know what our total capacity is and what is the current pipeline. We are also trying to figure out what is the economic opportunity cost for someone who wants to come here and is unable due to lack of housing.

President Siplon outlined efforts to build the organization's first ever internal feedback process for both staff and for the board to use for him and shared a starting point for that. The committee provided feedback on the process and forms and President Siplon said he would update them based on that and present again.

**III.**

**Executive Session:**

**IV.**

**Motion for the Board:**

Dr. Duffy made a motion to recommend to the full board to eliminate policy number one and adopt policy fifteen as our Conflict-of-Interest policy seconded by Chris Barden the committee unanimously approved.

Dr. Duffy made a motion to recommend to the full board to start taking steps for future meeting protocols seconded by Alex Rotolo the committee unanimously approved.

**V.**

**Adjourn** -With no further business to come before the Governance Committee, a motion is made by Chris Barden seconded by Alex Rotolo and carried unanimously to adjourn the meeting at 4:34 p.m.