

**Meeting Location:**

OEDIT Offices  
1625 Broadway, Ste. 2700  
Denver, CO 80202

**Present:**

Kimberly Bailey, John Bristol, Michelle Claymore, Tammy Fields, Kelly Flenniken, Barry Gore, John Hall, ~~Sandy Head~~, Kittie Hook, ~~Tara Hosick~~, ~~Johanna Jamison~~, Stacy Johnson, Drew Kramer, Jonita LeRoy, Laura Lewis Marchino, Rachel Lunney, Meridith Marshall, Kristi Pollard, ~~Scott Prestidge~~, Wendell Pryor, Jeremy Rietmann, Jeff Shaw, Ryan Stachelski, ~~Greg Thomason~~, ~~Carolynne White~~, Kim Woodworth

**Guests Present:**

N/A

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**I. Call to Order**

Meeting was called to order by board chair, Jeremy Rietmann

**II. Approval of the January 12, 2018 Board Meeting Minutes**

VOTE: Tammy Fields made a motion to approve the <b>January 12, 2018</b> meeting minutes, Kristi Pollard seconded. All approved.
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**III. Approval of the January Financials**

January 2018 Monthly Financial Report:

*(Accrual Reporting)*

- Balance Sheet:
  - Total assets and liabilities - \$116,280
- Income Statement:
  - Total income – -\$3,751
  - Total expenses – \$6,767
  - Net income from operations – -\$3,016

YTD 2018 Financial Report:

- Balance Sheet:
  - Total assets and liabilities – \$116,280
- Income Statement:
  - Total income – \$3,751
  - Total expenses – \$6,767
  - Net income from operations – -\$3,016

VOTE: John Hall made a motion to approve the **January Financials**, Jonita LeRoy seconded. All approved.

VOTE: Michelle Claymore made a motion to approve **the authorization of an MOU with IEDC to bring the CEcD Test to Colorado, Dec. 1-2**. John Hall seconded. All approved.

#### **IV. Drive Lead Succeed Conference Committee Update**

Kelly Flenniken, committee co-chair reported. The committee had already convened and started to talk about the theme as a continuation from the past two years; “Back to Basics,” “It’s time to UP YOUR GAME,” to “Continue Colorado’s Trajectory.” More to come!

After a detailed review process of 33 statewide venue proposals, Kim Woodworth made a recommendation to the board to host the 2018 Drive Lead Succeed Conference at the Ridgeline Hotel in Estes Park.

VOTE: Kristi Pollard made a motion to approve the **2018 Drive Lead Succeed Conference will be held at the Ridgeline Hotel in Estes Park**, Michelle Claymore seconded. All approved.

Kim Woodworth also asked if the board would approve the location for the 2019 Drive Lead Succeed Conference. Kim’s recommendation was the Cheyenne Mountain Resort in Colorado Springs. This decision was made largely in part by the 2019 Regional Forum schedule.

Also, by setting the date for the 2019 conference, we can start marketing for it, we lock in the hotel room rates and venue costs which will go up if we wait, and potentially lock in hard-to-schedule speakers.

VOTE: Kristi Pollard made a motion to approve the **2019 Drive Lead Succeed Conference will be held at the Cheyenne Mountain Resort in Colorado Springs**, Michelle Claymore seconded. All approved.

#### **V. Regional Forums Update**

Region 3: NW Front Range

- Finalized the date and location. April 24 at the Westin, Westminster from 8-3 p.m.
- Steering Committee Chair, Caroline Joy
- Committee includes Barry Gore, Adams County ED, Gregg Moss, Metro North Chamber, Mike VanDenBosch, Broomfield ED, Daniel O’Riley, Arvada EDA, Wendi Nafzinger, Longmont EDP, and Clif Herald, Boulder ED
- Secured Brian Lewandowski to present the Regional Overview
- CU Boulder has committed to sponsoring at the partner level
- Theme “Place Making”
- Three topics that are getting flushed out: Place Making: A Collaborative Approach to Planning; Smart Cities: How to plan for Now for the Future; Disruption that may impact

Small Businesses in the Future. We of course are still working on titles and content but that's what we have so far.

- Request for sponsorships will go out next week
- Registration will go out the following week

Region 11: NW Colorado

- Worked with GJEP, Rio Blanco, and Craig/Moffat County EDC to determine date and location.
- We have tentatively scheduled the event for July 11, 2018 in Craig CO
- Working with CSBR for a potential collaboration on the event with their road tour they do every summer. Waiting to hear the final word on that.

## VI. Operations Director Report

Website:

- We are so close! We are currently hung up on a mechanism in the backend that is keeping us from being able to invoice for membership. Bryon is customizing the code to make it function the way we need it to. Hang tight...we are almost there!

Administrative:

- Reviewed proposals from Estes Park, Boulder, Aurora, Colorado Springs, Steamboat, and Grand Junction for 2018 DLS Conference
- Prepared books for Review and 990
- First of year preparation on financials including setting the budget within QB's, set up payroll accounts, collected W9's for 2017 to send I9's.
- Trying to close out 2017 invoices. Just two to go!
- Coordinated PPC Legislative Luncheon

Outreach:

- Met with CTA last month to look at ways we can collaborate efforts with regional events
- Met with TAA to discuss their initiatives, how we can help spread the word about their work, and possibly highlight them in a regional forum
- Met with Liz Swanson with Best for Colorado and discussed ways we can partner/collaborate with the work they are doing in Sustainability in the Work Place
- Met with Brenna Simmons St. Onge regarding the Alliance Center and how we can partner/collaborate with the work they are doing in innovative green building initiatives, educational programming, and strategic partnerships.

## VII. Committee Updates

**Data Committee:** [Meridith Marshall, Committee Chair, Reported]

Workplan to date: The Committee is working on membership value in terms of data. The want to host a workshop at the Annual Conference. This workshop would focus on real life scenarios and applying data and analytics to it to help educate their communities.

**IMPLAN:** EDCC provides Economic Impact Studies to its membership for \$600. For some studies, EDCC has supplemented half the cost as a member benefit. We are looking to update the model.

The committee will explore purchasing and licensing options and will supply the board with its findings for the board to make a final vote.

Public Policy Committee: [Ryan Stachelski, Committee Chair, Reported]

Ryan updated the Board on the work the Public Policy Committee has been working on this past year regarding increasing the Passenger Facility Charge that helps airports maintain their facilities. This charge has not been increased since the early 2000's and fails to continue to support the level of investment needed to keep Colorado's airport system sufficiently maintained.

This issue was first raised by Roger Zalneraitis in La Plata County. The EDCC has been working closely with the Colorado Airport Operators Association and DIA on this letter. They are all in support. Ryan asked the board to approve the support letter (attached) to be sent to Colorado's Federal Congressional Delegation

**VOTE: Jeremy Rietmann made a motion to approve the support letter for the Passenger Facility Charge to be sent to Colorado's Federal Congressional Delegation, Drew Kramer seconded. All approved.**

Ryan also updated the board on its recent Legislative Luncheon held the day before, Feb. 8. We had over 17 legislators in attendance and over 50 statewide members. Ryan Stachelski, Jeremy Rietmann, and Tara Hosick with Climax Molybdenum gave a short presentation. It was very well received.

**VIII. Other Items**

No other items to report

**IX. Adjourn**

- Jeremy Rietmann adjourned the meeting at 11:30 a.m.
- Next meeting: March 9, 2018 at Colorado Office of Economic Development & International Trade, 1625 Broadway, Ste. 2700, Denver CO 80202 from 10:30 – 11:30 a.m.