

## Meeting Minutes for April 17, 2023

### I. **Call to Order and Determination of Quorum**

The business meeting was called to order by Chairman Mike Whitehill at 9:01 a.m. The following board members were present and represented a quorum:

Mike Whitehill, Chairman  
Tom Glen  
Patrick Perry  
Todd Mohn  
Bill Walmsley

Staff Present:

Heather Tinelli, Director of Economic & Tourism Development  
Rebecca Clark, Economic Development Coordinator

### II. **Department Update**

Mrs. Tinelli gave an overview of department highlights from the last month:

- Mrs. Tinelli recently provided a department update to the Commissioners in which she included a \$1M ask for EDIF funds, which will be a blend of existing funds and a request for new funds to reach that amount. The request still has to go through the public hearing phase of the budget process, so the status is undetermined as of yet.
- During the department update Commissioner Wilson recommended transferring \$240,000 in workforce development funds from a prior initiative to be transferred to and administered by EDIF.
- Patrick Perry recommended making edits to the EDIF application form.
- Mrs. Tinelli noted the department received three new business inquires in the last week and that requests for support are ramping up.

### III. **Cult Classic Internal Application Review**

The commission reviewed an application from Cult Classic, who previously received an EDIF award and met the parameters of the agreement. They are looking to expand their music venue to bring in bigger bands and generate more ticket revenue. In addition to seeking an EDIF conditional loan, they are also working on a Neighborhood BusinessWorks loan application

from the Department of Housing & Community Development, and an application to the Small Business Administration.

Committee discussion: The request is over the typical \$50,000 threshold and the committee agreed \$50,000 would be the max for this award, if granted. The Commission members discussed the project further requested that QACETD staff follow up to ask for a breakout of the schedule so they can get a better understanding of the events, a historic breakout of monthly revenues, and a breakout of furniture costs.

IV. **Kent Island Bright Beginnings Application Review**

The commission reviewed an application from Abintra/Kent Island Bright Beginnings, a new applicant seeking funding for the buildout of a trauma-informed and medically fragile childcare center in downtown Stevensville. Prior to the meeting, QACETD made a request for a breakout of the equipment expenses which were not received prior to the meeting

Committee discussion: The Commission members discussed the project and requested that QACETD staff follow up to ask for a list of items they are requesting financing for, and documentation of sources of revenue that support the building's ongoing operation.

V. **Refill Goodness**

The commission reviewed an application from Refill Goodness, a repeat applicant seeking funds for equipment allowing the business to be mobile and attend events across the state to sell their products.

Committee discussion: The Commission members discussed the project requested that QACETD staff follow up to ask for a detailed list of expenses being requested and find out if the applicant had reached out to receive business mentoring services from the SBDC.

VI. **Adjournment:** On a motion made by Mr. Perry and seconded by Mr. Glen, all members present unanimously approved to adjourn the meeting at 10:08 a.m.