

**MINUTES OF THE ECONOMIC VITALITY ADVISORY BOARD**  
**June 21, 2016**  
**7:00 am – Aspen Room**  
**Community Center, 715 East Main Street**

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**CALL TO ORDER**

Chairman Boyd called the meeting to order at 7:03 PM

**ROLL CALL**

Board Members: Jay Boyd, Gene McManamay, Liz Morgan, & Lucas Smith  
Town Staff: Town Administrator Brandy Reitter, Assistant to the Town Administrator Emily Katsimpalis and Town Clerk Janell Sciacca.

**APPROVAL OF MINUTES**

**MOTION:** Morgan moved and Smith seconded to approve the May 17, 2016 minutes as presented. **Motion carried unanimously.**

**AGENDA ADOPTION**

**MOTION:** Morgan moved and Smith seconded to approve the agenda as presented. **Motion carried unanimously.**

**PUBLIC COMMENT**

There was no public comment.

**BUSINESS ITEMS**

**Appointment of Vice-Chair and Other Board Officers**

The Board agreed to move this item to the next agenda.

**Role of Economic Vitality Board**

Boyd asked for clarification on what the Trustees expect and what economic vitality looks like. Reitter stated the Board of Trustees is looking for advice on policy matters related to economic vitality. This board is just getting organized and applied for a grant to fund the Economic Vitality Master Plan. The Trustees want advice relative to the strategic plan and policy goals. Morgan requested copies of these documents. Reitter will send them out. Smith felt one of the things this board needs to do is create a plan similar to the Gunnison-Crested Butte One Valley Prosperity Plan. Boyd felt any work done needed substance. He felt the consultant would help form them and give clarity.

McManamay stated he does not understand the process and felt it was important to have the consultant report with real direction. Morgan felt it would be helpful to see what the Trustees are working on and a list of things from them to work on. Reitter replied there are a lot of issues evolving in Town and will be important for them to weigh in, but until then the Board could be working on a Mission Statement and a Work Plan. She will be bringing back a matter in the next month or two, but the members can

always ask about things. Morgan said there is a balance of the Town telling the board what is going on and them hearing about things. Reitter agreed. The Board generally agreed that additional meetings in the summer were not warranted specifically because there is not a lot the Board is working on. Reitter added that when the Town hears on the grant the board would then help with the RFP. Smith asked how much was requested in the grant application. Reitter replied the request was \$55,000 and the application was approved by the Board of Trustees.

### **Mission Statement Discussion**

McManamay liked Morgan's Mission Statement in the GoogleDoc. The board members generally felt it was pretty comprehensive. Smith felt that something should be added regarding the long term framework which would help in making future decisions. McManamay asked Reitter her opinion of the mission statement ideas. Reitter felt it was good start, but that the board needed to begin with what they want to accomplish. She suggested starting with three goals and using those to form the statement. Boyd suggested each member bring a list of 3-5 sentences/paragraphs to the next meeting and the group can brainstorm. Reitter suggested the members define what economic vitality in Buena Vista means to them individually. She read the Trustee Vision Statement and key outcome areas for the members' information. Boyd reminded that the Mission Statement will grow and evolve and that is why he would like to get something in place. He felt that at the next meeting they could use a white board to take down thoughts and comments. Katsimpalis read the Mission Statement for the Main Street group stating they also struggled with the formation of a statement. Reitter volunteered to facilitate the process at the next meeting. McManamay asked if the Town had a list of its top 3-5 economic goals. Reitter replied there were definite themes like diversification, extending the shoulder seasons, and creating more jobs. Morgan did not see this board as reaching out to bring businesses in but rather supporting what is already here. McManamay felt it was important for the board members to attend Trustee meetings to keep informed on what is going on. Reitter reminded that the agendas, minutes and packets are online as well.

**MOTION:** Boyd moved and McManamay seconded that members wanting to have input on the Mission Statement come to the next meeting with their top 5 and that the Board spend a significant amount of time working on the Mission Statement.

**Motion carried unanimously.**

### **Meeting Organization & Schedule**

Boyd stated that the Board would stick to the same meeting schedule throughout the summer and felt if members wanted to meet outside they could do that or converse more frequently through email or GoogleDocs.

### **STAFF/COUNSEL REPORTS**

#### **A. Town Administrator**

- 1. Economic Vitality Master Plan Grant Application Update** – Reitter provided this update earlier in the meeting

**B. Assistant to Town Administrator**

- 1. Boards & Commissions Manual** - Katsimpalis distributed manual copies and requested members sign the acknowledgement of receipt. She highlighted important sections and directed the members to contact her with any questions.

**BOARD/STAFF INTERACTION**

Morgan relayed that she had received positive comments about the helpfulness of Town Staff. Reitter replied that Town strives for good customer service and even though Staff is very busy they try to do a good job of helping people understand processes and procedures.

**ADJOURNMENT**

**MOTION:** McManamay motioned and Smith seconded to adjourn the meeting at 8:10 AM. **Motion carried unanimously.**

The next meeting is Tuesday, July 19, 2016 at 7:00AM in the Aspen Room at the Community Center located at 715 East Main Street and the meeting will focus on formation of a Mission Statement and appointment of a Vice-Chair.

Respectfully submitted:

  
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Jay Boyd, Chair