

Sweetgrass Development Annual Meeting  
4:30 p.m., Monday, March 27, 2017, Stage Stop Inn, Choteau, MT

Call to Order at 4:37 p.m. by Chairman Tony Sitzmann.

**Attending:** Jim Larson, Lila Evans, Tony Sitzmann, Deb Brandon, Lorette Carter, Jim Hodgskiss, Jason Gibson, Gerald Wagner, Mike Henning, Cynthia Johnson

**Staff:** Sarah Converse, Deven Merritt

**Guests:** Julie Barney, Jack Conatser, Paul Wick, Randy Knowles, Beth Barlow, Robin Baker

**Approval of Agenda**

It was moved by Jason Gibson and seconded by Cyndi Johnson to approve the agenda as distributed, motion passed.

**Approval of Meeting Minutes**

It was moved by Lorette Carter and seconded by Cyndi Johnson to approve the quarterly meeting minutes from November 28, 2016, motion passed.

**Financials**

Cyndi reported on the November, December, January and February financials. Approximately \$10,000 will be shown in March's revenue account from the RLF transfer. The final draw on the CRDC grant as well as the first quarter draw on the EDA grant have been submitted for payment; these draws and associated revenues will be reflected on the March financials. \$140,000 in the RLF account as of this meeting. It was moved by Cyndi Johnson and seconded by Jason Gibson to approve the financials for November – February, motion passed.

**Administrative Report**

**Grant Updates:**

RLF: Sarah and Deven will be preparing updates to the website to include RLF information.

Data Center Study: Close out will be complete in the next week.

CDBG ED: Glacier County was awarded \$400,000 for the Blackfeet Community College expansion.

Sweetgrass will be administering the grant.

BSTF: Sweetgrass Development received a planning grant for the purpose of studying the feasibility of an elder care center to be located in Glacier County.

EPA's Brownfields: All monies have been obligated and the projects are moving forward.

**Hiring/Contracting:**

Sarah will be reviewing the contract with NETA (Northern Express Transportation Authority) and also plans to contract with Pondera Port Authority rather than hire an employee.

**Schedule Updates:**

Sarah plans to be out one week in April. Tony commented that Sarah does an excellent job of keeping him in the loop during any planned absences.

**Business Items:**

The nominating committee recommended the following persons to serve as elected officers for the 2017 year:

Chair: Tony Sitzmann

Vice Chair: Jim Hodgskiss

Secretary: Lila Evans

Treasurer: Cyndi Johnson

It was moved by Mike Henning and seconded by Jason Gibson to approve the officer slate as recommended, motion passed.

In other business, Brad Livingston and Deb Brandon announced they were stepping down from Executive Committee. It was moved by Deb Brandon and seconded by Jim Hodgkiss to appoint Jim Larson and Lorette Carter to the Executive Committee, motion passed.

### **2016 Annual Report**

Sarah provided an overview of the past year including accomplishments and changes.

### **Planning for 2017 and Scope of Work**

Discussion ensued regarding the upcoming year and plans for the organization

### **Adjournment**

The meeting was adjourned at 5:52 p.m. by Chairman Sitzmann.