



**Thursday, March 20, 2025**

- 1. Call to Order:** Meeting called to order at 2:02 p.m.

**EDC Board members present:** Mary Faith Bell, Jonathan Whittles, Michele Bradley, KC Fagen, Tammy King-Crossley, Garritt Kuipers, Jeff Spink

**EDC Board Members absent:** Suzanne Weber, Paul Jarrell

**Staff members present:** Terre Cooper, Maria Carrillo

**Guest present:** none

- 2. Public Comment for Items Not on the Agenda – none**

- 3. Consent Agenda**

The Board reviewed the Minutes of December 5, 2024, meeting and current Financial Reports.

In regard to the Revolving Loan Fund, Terre Cooper shares, "We have \$407,000 ready to loan out."

Motion to approve Consent Agenda. First: KC Fagen, Second: Tammy King-Crossley. Passed unanimously.

- 4. Old Business**

- a. EDC Report in Lieu of Audit**

The assigned auditor declined to complete the report, requiring a full audit that was not budgeted. Terre sought alternative options and found a firm, who would file the necessary form for \$1,500 but would not conduct a review. Ultimately, Terre proposed submitting the financial report online directly to the Secretary of State, as the alternative provided no additional assurances.

Motion to submit a Report in Lieu of Audit. First: KC Fagen, Second: Tammy King-Crossley. Passed unanimously.

#### **b. EDC Work Plan**

The EDC Board reviewed the work plan in preparation for presentation to the County Budget Committee in April. The plan is flexible, allowing for adjustments based on emerging projects.

Motion to approve the EDC Work Plan with correction for typos. First: Michele Bradley, Second: KC Fagen. Passed unanimously.

### **5. New Business**

#### **a. Tillamook County Funding Request Form**

A discussion highlighted the significant increase in businesses assisted through the Level Up program, growing from 21 to 95 businesses. The application, which includes a rolling three-year record of accomplishments, had to be submitted by March 10th and was submitted timely.

### **6. EDC Directors Report**

#### **a. Resource Luncheon April 18, 2025**

We are preparing for a Business Resource Luncheon with community businesses for April 18<sup>th</sup>. The Board is invited to attend.

#### **b. Ethics Board Training May 9, 2025**

Planning for the Board to take Ethics Board Training is in the works for May 9<sup>th</sup>. It will be held at TBBC. More information to come at a later date.

Meeting adjourned at 2:28 p.m.