

The MSRC Executive Board meeting was called to order by Chairman Bartlett at 4:03 p.m., members in attendance were Andy Hollis, Delegate Addie Eckardt, Allen Nelson and Walter Chase. Also in attendance was MSRC staff Scott Warner and Terry Deighan. Special guest Darian Sump was also in attendance to answer questions pertaining to the MSRC financial statement.

Action Items

Approval of September 7, 2012 Minutes

The first action item was approval of the September 7, 2012 Minutes. Delegate Eckardt made a motion to approve that was seconded by Mr. Chase and the Minutes were approved by all.

Financial Report

In Treasurer Fuchs' absence Mr. Warner presented the current Treasurer's Report, stating all expenses were on track at this time. Being no questions Mr. Nelson made a motion to accept the report as presented, Delegate Eckardt seconded the motion and the Treasurer's Report was unanimously approved as presented. Mr. Warner then alerted the Board that he had received a call from Senator Cardin's Field Representative Lee Whaley within 30 minutes after the June 7, 2012 Executive Board meeting announcing that EDA awarded a grant of \$70,000 to support the MSRC as an EDD and \$50,000 to support the MSRC partnership with ESEC on the hotDesks.org initiative.

Finalize review of FY11 independent financial statements

Mr. Warner stated that the financial statements being presented today are the same financial statements that had been presented in previous meetings. Mr. Warner then introduced MSRC and Shore Gourmet's accountant Darian Sump. The Board asked for clarification of the sentence in the Accountant's Compilation Report found in each financial statement that reads "Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America." Mr. Sump stated that this statement is made in regards to any footnotes that maybe used in the document; as our financial statements are fairly simple documents the use of footnotes is not necessary and this statement is just part of a boiler plate document. As the statements had been presented previously Mr. Nelson made a motion to accept the documents as presented, Delegate Eckardt seconded the motion and the financial statements of both MSRC and Shore Gourmet were accepted into record as presented.

Mr. Sump left the meeting.

Ratification of electronic vote “Resolution accepting MTA FY13 MTA Coordination Grant”

Mr. Warner stated the MSRC office had received six responses from the Executive Board; and all were in “Support.” Mr. Chase made a motion to accept that was seconded by Delegate Eckardt and passed by unanimous consent.

MOU between MSRC and Salisbury University for a Broadband Capacity Building Project Specialist

Mr. Warner stated that the MOU is for staff support to accomplish project objectives related to the Maryland Broadband Mapping Initiative. Funded by a grant from the U.S. Department of Commerce National Telecommunications and Information Agency (NTIA), the scope of work is scheduled to be completed by October 2014. The compensation that the MSRC will receive over the term of the MOU will be used accordingly. Delegate Eckardt made a motion to approve the MOU and have the Executive Director sign for the MSRC, Mr. Nelson seconded the motion and it was approved by unanimous consent.

Discuss/approve recommendation of the 2013 MSRC Executive Board

Mr. Warner stated the automatic changes that occur to the MSRC Executive Board slate; they are: 1st, 2nd, and 3rd Vice Chairs change according to the MSRC bylaws. 1st Vice Chair will be Caroline County, 2nd Vice Chair will be Dorchester County and the 3rd Vice Chair will be a Talbot County representative. The General Assembly member will be Delegate Jeannie Haddaway-Riccio. After discussion the proposed 2013 slate will be:

- Chairman: Dirck Bartlett
- First Vice-Chairman: Jeff Ghrist (Caroline)
- Second Vice-Chairman: Ricky Travers (Dorchester)
- Third Vice-Chairman: Andy Hollis (Talbot)
- Secretary: Walter Chase
- Treasurer: Kurt Fuchs
- General Assembly: Jeannie Haddaway-Riccio
- Member-at-large: Gale Nashold
- Member-at-large: Allen Nelson

Mr. Nelson made a motion to approve the slate contingent that members not present at today’s meeting are willing to serve another year, Mr. Chase seconded the motion and it was approved unanimously.

Old Business

Regional Medical Facility

Chairman Bartlett stated that Talbot County submitted an EDA grant for \$1.65 million that was received by the EDA Philadelphia Regional Office on September 14, 2012. Talbot County Manager John Craig and Scott Warner had a conference call with EDA representative Alma Plummer on November 16, 2012. The call was at her request to discuss various details of the EDA grant application. Ms. Plummer requested some additional information on

engineering plans; Mr. Bartlett stated that Mr. Craig would handle getting the information to Ms. Plummer.

hotDesks

Mr. Warner stated that the MSRC received \$50,000 of additional grant funding from EDA, as mentioned during the Financial Report, to support ESEC's co-working initiative hotDesks. The Salisbury location at the Tri-County Council for the Lower Eastern Shore's (TCCLES) building is preparing to open. Also at this time ESEC and MSRC are proposing to Talbot County to work with them to utilize the back part of the Harrison Street building rent free. The building is adjacent to the Easton Farmers' Market. The use of the building would probably be for the two years proof of concept period. Mr. Warner and Mike Thielke should be meeting with the Talbot County Council in the near future to discuss.

Oyster Recovery in Maryland Initiative

Mr. Warner stated that this initiative is for technical assistance efforts to advance and increase oyster aquaculture as a good-paying employment alternative for the region's watermen and entrepreneurs. Efforts include business coaching, counseling, and entrepreneurship training; workforce training in oyster aquaculture; creation of six industry best practice manuals; facilitation of quarterly industry networking events; and development of an industry-wide traceability program. The MSRC and TCCLES have been communicating with EDA since July 2012. A \$200,000 grant application to EDA was submitted in November 2012; the funds being applied for are from 2011 Hurricane Irene disaster relief funds.

Delmarva Technology Transfer Initiative (DT2i)

Mr. Warner explained that through a precedent-setting collaboration of four regional community colleges, DT2i strives to advance an understanding and utilization of technology transfer, lean product development, and advanced manufacturing throughout the Delmarva Peninsula for the growth and future sustainability of the region's manufacturers. A \$30,000 grant application to EDA was submitted in September 2012. In late October and early November symposiums were held, one at each college. The four community colleges involved are:

- Chesapeake College
- Wor-Wic Community College
- Delaware Technical Community College
- Eastern Shore Community College in Melfa, Virginia

New Business

None

Other matters

Mr. Bartlett stated that the MSRC and TCCLES members' luncheon will be held on Thursday, January 3, 2013 at the Hyatt in Cambridge from 11:45am to 1:00pm during the MACo Conference. Mr. Warner stated that the Tri-County Council for Southern Maryland and Upper Shore Regional Council would like to attend this year. During the event will be the first introduction to the new Executive Director of the Rural Maryland Council Charlotte Davis.

Member comments/requests

None

Adjourn

On a motion by Mr. Chase seconded by Delegate Eckardt the meeting was adjourned at 4:54 p.m. by unanimous consent.