

Chairman Nelson called the Executive Board meeting of the Mid Shore Regional Council to order at 12:15 p.m. The meeting was held in the conference room of the Mid Shore Regional Council office. Members present were: Gale Nashold, Walter Chase, Delegate Haddaway, Mayor Rippons, Scott Warner, Terry Deighan and R. Andrew Hollis was also present representing Talbot County.

Action Items

Approval of Minutes:

Mayor Rippons made a motion to approve the minutes of September 13, 2006, Mr. Chase seconded the motion and the minutes were approved by unanimous consent.

Discussion/Approval of FY08 Scope of Work:

Next Mr. Warner went over the Scope of Work for FY2008 several suggestions were made by the Board as follows:

#1 Develop strategies to endure proper physical infrastructure and economic development plans are in place – all actions approved as written.

Under #1 Deliverables the following changes were suggested:

- Add partner with individual Chambers to promote Broadband services to the second bullet point.
- Delete the third point from the Scope, but incorporate it into the scope of work for a transportation planner.
- Delete point 6 as it has already been completed regarding the Agricultural Development Specialist.
- Add Explore the possibility of adding a Transportation Planner for the Mid Shore Region, utilizing support from all three Counties by studies that have already been completed in the counties and towns.

#2 Diversify the Local Economy – all Actions accepted as written.

Under Deliverables the following changes were suggested:

- Delete point 3(Mid Shore Near Equity Fund operational and making loans) completed
- Delete point 5 (Implement recommendations from CEO roundtables)
- Delete point 6 (Help establish/govern Chesapeake Regional Television)
- Add "Support the resource based industries in the Mid Shore Region" (Agricultural Economic Development Specialist)

- Add Facilitate the establishment of a Mid Shore Business & Technology Incubator

#3 Maintain operations and funding for MSRC – approved as written with no changes

#4 Regional Planning

- Delete Actions #3 and #4.

Under Deliverables it was suggested to add towns to the MSRC's monthly recipient list for their activity report.

#5 A strong, unified and effective voice in the state legislative process – all actions and deliverables accepted as written.

(A copy of the up dated Scope will be attached as part of these minutes)

The next agenda item was review and approval of the FY2008 budget. The board had no questions and the budget was approved as presented.

Old Business

Agricultural Economic Development Specialist

Mr. Warner informed the Board that on 5/10/07 USDA Rural Development gave MSRC the okay to run the ad to fill the Agricultural Economic Development Specialist position as RBEG money is available. Job advertisements ran in the Daily Banner and Chesapeake Publishing papers & web site from 5/18/07 through 5/27/07 from which 11 resumes were received. The Search Committee will hold a conference call on 6/1/07 to review resumes and on 6/11/07 interviews will be conducted.

City of Cambridge/Dorchester County Business & Technology Park

Mr. Warner told the Board on May 16th at Mr. Gillen's (EDA) request an unsigned pre-application for the Tech Park was e-mailed to him for review.

New Business

Mid-Shore Business & Technology Incubator

Mr. Warner informed the Board that on 4/11/07 he was asked to facilitate a meeting of all possible funders by Renee Winsky (TEDCO) and Jim Henry (DBED). On 5/1/07 a meeting was held at Horn Point, the attendees were TEDCO, DBED, EDA, USDA Rural Development, MARBIDCO, Economic Development Directors from Caroline, Dorchester and Talbot Counties and representatives of Horn Point Laboratories UMCES. It has been determined that EDA will not fund incubator on University of Maryland property. John General (CBRTCE) and Scott Warner

designed an organization chart derived from the March 2004 Economic Adjustment Strategy utilizing all the parties involved. The chart was shown to all parties and all funding parties approve of the concept. (A copy of the chart will be attached as part of these minutes). Finally on May 23 John General and Scott Warner met with Elizabeth Spahr at Horn Point to cover that all indications from the funder are that the incubator will not reside on UMCES property.

Review the Executive Director's Performance Evaluation

Mr. Nelson informed the Board he has not completed this yet and will be getting it done in the next couple of weeks.

Other matters

Lease Agreement of MSRC office space

On May 24, 2007 DBED/DGS informed MSRC that it wants to cut rental space to just one office – 220 sq. ft., loss of \$7,500 to MSRC. As a result MSRC located a new office space on Brooks Drive. It is build to suit and should be ready by end of June; it will include on the 1st floor 4 offices, conference room, kitchenette and a bathroom. The area also includes an extra room upstairs which will be used as a second conference room with a storage area. The option to rent out the extra two offices for \$500 each per month to ESEC or CBRTCE would bring the lease amount for MSRC down to \$11, 400 (within budget).

Member comments/requests - None

Adjourn - The Meeting was adjourned at 1:30 p.m.