

The MSRC Executive Board meeting was called to order by Chairman Bartlett at 4:03 p.m., members in attendance were Dirck Bartlett, Kurt Fuchs, Walter Chase, Jeff Ghrist and Delegate Addie Eckardt (arrived 10 minutes later). Also in attendance were MSRC staff Scott Warner and Terry Deighan.

Action Items

Approval of June 7, 2012 Minutes

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

Approval of June 7, 2012 Closed Executive Session Minutes

The next order of business was approval of the closed executive session Minutes from June 7, 2012. Mr. Fuchs made a motion to approve, Mr. Chase seconded the motion and the Minutes were approved unanimously.

Financial Report

The next order of business was presentation of the Financial Report. Treasurer Fuchs stated that all expenses are on track and asked Mr. Warner to explain additional funding opportunities for this year. Mr. Warner advised the Executive Board that verification of the FY13 EDA grant to support MSRC operations should be received at anytime. In addition, Mr. Warner stated that the MSRC is seeking \$50,000 additional funding from EDA to support ESEC in developing hotDesks.org. This came about from a phone conversation with EDA where they stated extra monies may be available.

Finalize review of FY11 independent financial statements

Financial statements were presented at the last Executive Board meeting held on 6/7/12 for both MSRC and Shore Gourmet. Chairman Bartlett suggested at the last meeting that the Board Members review and contact the MSRC with any comments or questions, and the statements would be revisited at the next Executive Board meeting. Chairman Bartlett stated that he has an issue, not with the reports themselves, but the wording of fourth paragraph of the accounting firm's letter to the Executive Board. It was agreed that this will be shelved until the next meeting and in the meantime asked Mr. Warner to contact the accountant to get an explanation of the wording.

MSRC's Member Delegate to the Maryland Broadband Cooperative, Inc.

Chairman Bartlett stated that the current MSRC Member Delegate is Scott Warner; Mr. Warner would like to know if the Board would want him to remain on this Board or if they would like to nominate an alternate party. After a brief

discussion Mr. Bartlett asked if he could have a motion to approve Scott Warner as the Member Delegate to the Maryland Broadband Cooperative. Mr. Chase so moved, Delegate Eckardt seconded the motion and it was passed by unanimous consent.

Recommendation(s) to nominate a member(s) to the Maryland Broadband Cooperative's Board of Directors

Chairman Bartlett stated again that Scott Warner currently serves on the Maryland Broadband Cooperative (MdBC) Board of Directors. Board members serve a two year term. Class A (Regional Councils) and the at-large Director are up for election this year as this is a normal year to nominate. Classes B, C, D, and E will be elected this year as well because there was not a quorum at the MdBC Annual Members Meeting last year; therefore, they will serve a one year term. After a brief discussion which it was stated that Mr. Warner has the most knowledge dealing with all issues involving broadband; Mr. Fuchs made a motion to approve Scott Warner to represent MSRC on the MdBC Board, Delegate Eckardt seconded the motion and the motion was approved by unanimous consent.

Old Business

Shore Gourmet (SG)

MAERDAF grant awarded

Mr. Warner stated that the MSRC received a letter dated July 25, 2012 that the grant was awarded in the amount of \$18,731.00

MARBIDCO Value Added Producer Grant application

Mr. Warner stated that TEDCO's regional representative had been working with the MSRC and SG to award a grant to SG to purchase a walk-in freezer. On August 16, 2012 the TEDCO representative notified MSRC and SG that the grant was not approved. MSRC assisted SG in submitting an application to the MARBIDCO Value Added Producer Grant program by the deadline of August 22, 2012 for funds to cover half the purchase and MSR and SG are presently awaiting a response.

CEDS projects

Regional Medical Facility

Mr. Warner stated that the MSRC has been working with Talbot County to assist in the EDA grant submission. Work done has included discussions with EDA representative, coordinating with grant writer and county staff, as well as writing and editing parts of the grant application. ESEC has also been assisting by giving feedback during the draft process. Mr. Warner also stated that Talbot County asked MSRC to administer the grant. This will help the MSRC financially in FY14 and FY15 and it strengthens the grant application to

have the EDA recognized Economic Development District (MSRC) administer an EDA grant. The total compensation would be \$48,000 (3% of \$1.6 million EDA grant). Mr. Warner stated that the grant is due next Friday. The Board was in favor of the MSRC administering the grant.

Eastern Shore Innovation Center and Business Accelerator (regional incubator)

Mr. Warner stated that on August 10, 2012 at the request of Keasha Haythe, he facilitated a conference call between the potential funding partners (DBED, TEDCO, and Dorchester County Economic Development Office) and EDA regarding the submittal of an EDA grant application for the balance of funding needed for the structure that will house the Dorchester Regional Incubator. Also on August 17, 2012 Ms. Haythe informed Mr. Warner that Dorchester County was very appreciative of all the financial assistance they have received from EDA for the Dorchester Technology Park and for renovations of the manufacturing building in the County. Ms. Haythe stated that since the August 10 conference call she has been in conversation with the other funding partners discussing time frames of available funds including EDA's federal funds and that Dorchester County will not be applying for an EDA grant to support the incubator building.

Joint Land Use Study (JLUS) for the Naval Air Station (NAS) Patuxent River

Mr. Warner stated that July 11, 2012 was the first meeting of the JLUS committee held via conference call. The main issue was the review, discussion, and adoption of the projects Scope of Work. In addition the Chair and Vice-Chair of the committee were appointed. The Chair is St. Mary's County Commissioner Todd Morgan; Vice-Chair is Calvert County Commissioner Jerry Clark. The grant application has been submitted; it was approved earlier this week. The total project cost is \$464,000 – of that amount \$417,000 is federal money, and the three Southern Maryland counties' are contributing \$47,000.

New Business

MSRC office update

Mr. Warner stated that the MSRC has rented out two offices. John General has moved into small office downstairs and Jim Duncan, formerly of Navtrak, and his associate are utilizing the upstairs. The extra monies will be put into the MSRC savings account. He then stated that the MSRC will have a direct connection to Monnen Technology server and our landlord has approved a fiber connection from the MSRC office to Monnen Technology office.

Other matters

Mr. Warner stated that he was contacted by Brad Powers. His inquiry regarded if there was a need for a full-time homeless shelter. The Talbot Interfaith Shelter provides shelter for 4 to 6 people and he was questioning if there was a need for all three counties to work on this problem together? A brief discussion

ensued with ideas and possible people for Mr. Powers to contact; the MSRC staff will relate the information to Mr. Powers.

Member comments/requests

Mr. Fuchs stated that he has started a new job at Maryland Farm Credit. Chairman Bartlett took a poll on if Friday meetings worked for everyone. Mr. Chase said Friday was a difficult day for him and Thursday's would work better. Delegate Eckardt stated that she was unavailable on the third Thursday of each month with a standing engagement.

Adjourn

Chairman Bartlett asked for a motion to adjourn, that was so moved by Mr. Fuchs and seconded by Mr. Chase and the meeting was adjourned by unanimous consent at 5:09 p.m.