



Meeting Minutes: 03/15/2023

Skilled Trades Building - UA Cossatot De Queen Campus

Attendance

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| <input checked="" type="checkbox"/> Mike Branson, President | <input checked="" type="checkbox"/> Greg Revels, Vice President |
| <input checked="" type="checkbox"/> Jay Bunyard, Secretary/Treasurer | <input checked="" type="checkbox"/> Jimmy Bristow |
| <input type="checkbox"/> Dr. Steve Cole | <input type="checkbox"/> Ned Hendrix |
| <input type="checkbox"/> Angie Walker | <input checked="" type="checkbox"/> Tiffany Maurer, Ex Officio |

Others in Attendance: Jeff Brown, Sandra Dunn, Diana Ramirez, Suzanne Babb, Lori House, ZZ Kamruddin

Minutes

The board voted to approve the 2/15/2022 minutes with a motion from Greg Revels and a second from Jay Bunyard.

Tiffany updated the members on the financial reports with most large donations received and the current bank balance at \$88,257.83. Tiffany has updated the annual documentation with the Secretary of State for the foundation and it is in good standing again with the state. She updated the group that Greg Revels will be filing the foundation's annual tax return within the next month or so before the deadline.

Tiffany updated the board on the status of the Community Navigator Pilot Program grant activities. The hub staff is planning to attend training in Florida at the end of March, Quarter 5 financial and programmatic reporting is ongoing this month, and planning for upcoming events and services is ramping up for the remaining months of the program. The hub has hired Megan Williams as its new administrative assistant. Diana Ramirez, the hub program manager for the grant, shared the upcoming events and services with the group, as provided below:

- Website 101 training by Keisha McKinney, owner of McKinney Media Solutions occurring Thursday, March 23 at the Chamber of Commerce office at noon.
- Greg Revels will be providing training events (after tax season ends) on filing Articles of Incorporation with the Secretary of State office, getting a business started with the IRS, and a business partnership basics presentation.
- the Arkansas Hospitality Association is partnering with the grant staff to provide two Hospitality training events – one on basic hospitality for employees, and another Hospitality as Economic Development seminar.
- FRIENDS will be partnering with Jennifer Collier to provide a series of social media marketing training sessions in-person starting later this spring, and continuing through the end of the program.
- The Chamber of Commerce will be adding a new conference table and chairs to its teleconferencing space for group work



Meeting Minutes (Continued)

- Hub staff has received additional insight from the state SBA office on marketing cost allowability and will pursue a contract with Bunyard Broadcasting to begin marketing our services on their radio and website platforms in English and Spanish.
- The hub staff is creating a series of short videos in English and Spanish on the importance of marketing for small businesses and will post those to the website and Facebook page.
- The Small Business Office Space on the UA Cossatot De Queen campus has been completely restored after the previous flood damage due to an overhead water pipe bursting over the Christmas break. The space is also being expanded with new marker boards for businesses to conduct meetings and ‘think sessions’ in the space to create a multi-use purpose.

Mayor Jeff Brown shared an update with the group on the status of the City of De Queen’s 2020 Census re-count effort. They have learned that a re-count is conducted by counting the number of homes within designated (by the U.S. Census Bureau) zones and providing proof of said homes and then the Census Bureau will assign an estimated number of residents per household to those numbers. This means that our Census will never truly be accurate, but the recount will still result in a more accurate number than the previous one provided. Mayor Brown was assured that the number will not be changed if the re-count were to yield a lower number of residents than previously estimated.

Mike Branson called for CEDS committee updates from committee chairs, with reports provided below:

Entertainment/Recreation (chairperson: Ned Hendrix) – The committee will begin holding regular meetings on the third Thursday of each month at 11AM. The two primary focuses for the year will be assisting the Chamber of Commerce with Eclipse 2024 festivity planning and supporting the De Queen Lake trails committee with grant applications and documentation organization for compliance and community transparency. Suzanne Babb, the Chamber of Commerce Executive Director, shared that the Eclipse committee is hosting Kim Williams with Arkansas Tourism in De Queen on Friday, March 17, at noon on the UA Cossatot De Queen Campus (Weyerhaeuser room in Skilled Trades building) to discuss community planning efforts around the upcoming eclipse.

Housing (chairperson: Angie Walker) – The committee will begin holding regular meetings on the third Thursday of each month at 10AM.

Job Diversity/Quality (chairperson: Jay Bunyard) – The committee plans to begin holding monthly/regular meetings after the legislative session ends around April.

Broadband (chairpersons: Greg Revels & Jimmy Bristow) – The committee will begin holding regular meetings on the third Wednesday of each month at 11AM. The committee heads plan to attend a meeting on broadband with the county judge and the Arkansas Broadband Office staff later in the day to discuss their efforts. They are planning to meet with Four States Fiber executives on Friday to continue the partnership and support efforts that were put in place with the previous CEO.

With no further business, the meeting adjourned.