

**Pima County Small Business Commission  
County Administration Building  
130 W. Congress, 1<sup>st</sup> Floor  
Thursday November 19th, 2015  
3:00 P.M.**

**Members Present**

Lyra Done  
Ken Goodman  
Lucretia Free  
Rhonda Pina  
Mark Miller  
Gabrielle David -telephonically  
Kent Blumenthal  
Patricia Brown

**Others Present**

Aurora Hernandez  
Patrick Cavanaugh

**Members Absent**

Jerry Long  
Joy Soler  
Linda Morales

**Call to Order**- The meeting was called to order by Chairwoman Done at 3:05 PM.

**Pledge of Allegiance**- Commissioner Free led the Pledge of Allegiance.

**Approvals of Minutes**- The minutes from the October 15<sup>th</sup> meeting were approved.

**Chair's Report**- Chairwoman Done gave an update on the Catalina meeting with Carmine DeBonis, Director of Pima County Development Services Department, and the businesses in Catalina. There were property managers from Catalina Pointe Plaza and Golder Ranch shopping centers. There will be more updates in January. The Chair also reported she presented Impact of Southern Arizona with a plaque for all their help in coordinating the Catalina Forums.

**Vice Chair's Report**- No report from Vice Chair Pina but she is still checking out AZ Multi-Bank.

**Coordinators Report**- Patrick Cavanaugh reported Jerry Long has resigned. Patrick has contacted Supervisor Bronson for a replacement.

Sheriff Nanos wanted to speak to the Commission today but was not on the agenda so Patrick will attempt to get him in to speak in January.

Pima Prosperity Fund, Patrick states there are several lenders out in the community which have funding available for lending. He will do further research and report back in January to discuss if the Commission should continue its pursuit of the Fund.

**JTED Report**- Commissioner Goodman reported legislature is not in session as of yet. JTED continues to function and we will continue to follow when the new legislative session convenes, if funding will be restored. All the PCSBC correspondence sent to the legislature has been sent to the City SBC for forwarding to the City Council for their endorsement of JTED.

**City of Tucson SBC** – Patty Richardson, Chair of the City SBC was not present; today was the City SBC meeting due to the upcoming holiday.

Commissioner Goodman attended the October meeting of the City SBC. They are doing a comprehensive review of the fees being charged by different departments for comparison with other cities in the US. The study previously found the fees are better if not comparable to other areas.

**Small Business Awards**-The awards will be presented to AZTERA LLC, and Bling By Design at the December 15<sup>th</sup> BOS meeting. The award will consist of a \$500.00 check, a plaque and a letter from the Board of Supervisors.

Commissioner Free asked if anyone had any suggestions of changes for next years' award. It was suggested that the Chair should be able to vote in case there is a tie. Commissioner Blumenthal suggested reviewing Roberts Rules and report at the next meeting.

It was also suggested to revamp the application process; to possibly make it a computer template, some applicants sent in too much information and some didn't send in enough. There was discussion as to add a point value to the application criteria to make it easier to decide. The application deadline will also be changed to give everyone an opportunity to review the applications before the meeting.

**Nominations for 2016 Officers**- Nominations were made for new officers for 2016. Nominations are made in November and elections are done in January.

Commissioner Pina nominated Chair Done for vice-chair; Commissioner Blumenthal seconded the motion for nomination. Chair Done was nominated for vice-chair and accepted.

Commissioner Goodman nominated Commissioner Free for chair. Commissioner Brown seconded and closed the nomination. Commissioner Free was nominated and accepted.

**Future Agenda Items**- Chairwoman Done will contact Commissioner Soler to see if she will be able to bring in Fred Ronstadt from the Fourth Avenue Merchants Association to discuss the Fourth Avenue Street Fair and other festival issues.

Other items for discussion will be the 2015 annual report, the criteria changes for the 2016 SBC Awards, a new community will be selected for an SBC visit. Roberts Rules discussion, Commissioner Blumenthal will be researching Roberts Rules for small and large meetings.

**Call to the Public**- No response.

**Meeting adjourned at 4:45 P.M.**