

**Small Business & Downtown Kin Pillar Facilitation  
Meeting April 21, 2015, 11:00am – 4:00pm  
Facilitated Times: 1:00pm – 4:00pm**

- 11:00 AM Greeting by Co-Chairs**  
Sarah Calhoun and Scott Brown
- 11:15 AM Workforce and Commerce Programs Available to Small Business & Downtown – Overview and Open Discussion**  
Pam Bucy – Commissioner, Montana Department of Labor and Industry  
Meg O’Leary – Director, Montana Department of Commerce
- 11:45 AM Overview of Business Portal, Website**  
John Rogers, Governor’s Office of Economic Development  
Davey Madison, Governor’s Office of Economic Development
- 12:30 PM Working Lunch**
- 1:00 PM Report out by Breakout Groups and Discussion**  
**Answer These Questions: Why Work to Achieve this Objective and the Ideal Outcome, How to Accomplish the Work, Who Needs to be Involved in Carrying out the Work, What are the Next Steps, When to Start and Finish**

**NOTE: Since several of the same “Action Items” (Business Portal, Welcome Packet) – should discuss in the context of each group’s task**

- Breakout Group 1: Capital Resources & Incentives  
(Members: Nick Kujawa, Mike Dowling, Tami Christensen, Scott Brown, Nick Checota, Sarah Calhoun)

<b>Tasks</b>	<b>Potential Action Items Identified by Capital Resource Subgroup</b>
Identify ways to make financing easier (finding, applying, and accessing) for business; incentives for investment; Identify actions needed to provide easier access to finances; Identify ways to fund start-ups.	Have KIN Members review and provide input on GOED Business Portal; Develop a “Welcome Packet”; Explore mid-range capital source such as Regional banks (defer to later date)
Identify private-state-local partnership opportunities for assisting start-ups, retain business; Identify actions to capitalize on these partnership opportunities.	Business Portal
Identify ways to help businesses be more efficient and effective; Identify actions to provide this assistance	Business Portal; Conduct a promotional campaign possibly through PSAs

PORTAL LINKS

<http://business.mt.gov/ChooseMontana/BusinessResources>

<http://innovatemontana.com/Tools/business-resources>

2. Breakout Group 2: Business to Business Marketing

(Members: Scott Brown, Mike Dowling, Al Swanson, Sarah Calhoun, Nick Checota, Charlie Beaton, Courtney McKee, Maggie Doherty)

<b>Tasks</b>	<b>Potential Action Items Identified by Capital Resource Subgroup</b>
Identify ways to assist businesses in marketing to other businesses including agriculture co-ops and local-to market incentives; Identify actions need to provide resources for this marketing effort.	Hold a Small Business Conference; Work with DOC on Business Promotion once research results received (late summer); Develop an On-line Forum for businesses maintained by private sector; Explore Leadership Montana leadership and mentoring programs
Identify ways to build more partnership across the state e.g. combining transportation options; shared space. Identify actions need to build partnerships.	KIN participate with suggested cross-KIN Transportation Summit
Identify ways to help businesses be more efficient and effective; Identify actions to provide this assistance	Business Portal, Welcome Packet

3. Breakout Group 3: Nurture New Business: Promote externally; Resource collaboration; Incubators

(Members: Courtney McKee, Nick Kujawa, Sarah Calhoun, Charlie Beaton, Al Swanson, Maggie Doherty, Nick Checota)\

<b>Tasks</b>	<b>Potential Action Items Identified by Capital Resource Subgroup</b>
Identify ways to educate the value of destination retail downtown makes senses; Identify actions to carry out this educational campaign	Business Portal; Continue discussion at 4/21 meeting
Identify ways to partner with education for workforce development; recruitment of students and alumni; Identify actions need to build partnerships.	KIN Members participate in planning and execution of Workforce Summit in Bozeman 10/12
Identify ways to incentivize reuse and remediation of brownfield sites, historical structures in downtown areas; Identify actions to bring about these incentives.	Continue discussion at 4/21 meeting

**3:30 PM**      **Wrap up and set next meeting date**

**4:00 PM**      **Adjourn**