

North Bonneville Public Development Authority
Meeting Minutes from Tuesday Jan. 19, 2016
102 CBD Mall Dr. Unit #3 5:00 pm

Meeting called to Order: 6:11pm

Roll Call Secretary/Treasurer Dan Smith confirmed the presence of a quorum, himself, Mr. Adam Schaeffer and Ms. Dolly Newman.

Also in attendance was ex-officio Board Member Mayor Don Stevens, Store Manager Robyn Legun and Attorney Teunis Wyers

An **Agenda Change** to add a discussion about planning a Board retreat was made by Attorney Wyers to commemorate the first year's success. It was added to New Business.

No **Opening Public Comments** were made and **Opening Board Comments** were not offered

In the **Staff Reports**, Ms Legun's **State of the Store** noted that...

LCB rules continue to evolve and the latest change was a liberalization of the sampling policies such that it has become somewhat easier to provide staff with product to evaluate for customer information.

Work had begun on the required landscaping of the lot and that plan was on track for completion in June.

She addressed the need to clarify specifics on all of the loan agreements and Mayor Stevens agreed to contact Mr. Spencer to get that information.

Sales recently have been boosted by, (a) Oregon's implementation of its tax structure which increased prices beyond what is charged here. (b) Some very effective in-store merchandise sales and (c) Updates on social media and continued listings on Facebook & Leafly, etc..

The PDA's official website was in the works and would be ready for launch some time in Feb.

She and the staff are planning a weekend-long event and an outing to coincide with the first anniversary of the store's opening on March 7th. Details were still being worked out.

The **Finance Report** was essentially covered in the State of the Store report.

In **Old Business, Bonding** for the Treasurer and cashiers was tabled as the **Insurance Update** said attempts to locate a company willing to bond folks in our industry had so far met with no success. The agent was still searching.

New Business approved the two **Consent Agendas** from Nov. & Dec. and a **new accountant contract** by unanimous quorum.

Also by unanimous vote the Board approved Mr. Schaeffer as Board President, Ms. Newman as Board Vice President and Mr. Smith as continued Board Secretary/Treasurer.

A possible **retreat for members of the Board** was discussed and deemed appropriate for a later time perhaps in conjunction with the stores first anniversary in March.

The **next meeting** was set for Tuesday Feb 16th @ 6pm.

No **Closing Public or Board Member Comments** were offered.

Adjournment was @ 7:28pm

Dan C. Smith
Secretary/Treasurer