

**North Bonneville Public Development Authority
Meeting Minutes from Thursday February 12, 2015
102 CBD Mall Dr. Unit #3 5:00 pm**

Note: The public is invited to attend all board meetings.

Meeting called to Order: 5:04pm

Roll Call: Secretary/Treasurer Dan Smith confirmed the presence of himself, President Tim Dudley, Vice President Judie Whitcom, Consultant John Spencer, and Manager Robyn Legun.

Mr. Spencer requested **Agenda Changes** adding approval of an NPDA logo and moving the **Financial Report** to New Business.

a **Public Comment** in support of how he saw things going so far was offered by North Bonneville resident Lonnie Gates.

There were no **Opening Board Member Comments**.

Attorney/Staff/Consultant Reports centered around the triple checks of last minute record keeping details, plans for acquiring a product line and training/orientation of the staff.

Traveling to a conference in Seattle in conjunction with picking up products that cannot be delivered was decided and Mgr. Legun planned to go.

The impending payroll/schedule, improving the building's exterior, parking lot grading, landscaping and outside lighting were discussed as were the **Media/Grand Opening Plans**.

President Dudley volunteered to perhaps pay for painting the building himself if he could get a good price.

Vice President Whitcom offered to solicit a nursery in Carson to perhaps decorate the exterior with a temporary display.

Old Business contained a **Licensing Update** by the Chair who declared finally the LCB building inspection was scheduled for Tuesday, February 17, 2015 @ 11:30am. There was also a traceability exam remaining to be completed and a fee to be paid if the building passes.

The **Banking Update** centered around needing to finalize the paperwork M-bank had required in order to have an account active when the store opens. The possibility of switching to a Washington based bank at a later date was still in negotiation.

New Business. The **Consent Agenda** was amended to add the LCB license fee to the expenses **Invoices**. It also contained **Payroll**, for the month and was approved by unanimous quorum.

Approval of Loans, Vendor Finance Agreements & Health Benefit Plans were all tabled until a later meeting.

Four proposed **PDA Logos** were presented and one was unanimously agreed upon.

The **Finance Report** was a question from the bookkeepers about whether the Board wanted to pay for annual reporting of a certain kind. The Board agreed to include the service.

Mgr. Legun found an alternative **POS System** provider in Green Bits who had been favorably recommended by other retailers. She had already found them to be far more helpful and better prepared than Afrisoft.

A new version of banking resolution #6 officially adopting the M-bank account was added to the agenda and unanimously passed

The **Next Meeting Date** was set for Thursday February 19, 2015 @ 5pm

There were no **Public Comments** as Mr. Gates left early and in **Closing Board Comments**, Mgr Legun was given discretion to reduce store operating hours to help with scheduling and payroll costs as her request.

Adjournment was at 6:24pm

Dan C. Smith
Board Secretary.