

North Bonneville Public Development Authority
Meeting Minutes from Thursday May28, 2015
102 CBD Mall Dr. Unit #3 5:00 pm

Meeting called to Order: 5:00pm

Roll Call: Secretary/Treasurer Dan Smith confirmed the presence of himself, President Tim Dudley, Vice President Judie Whitcomb, Director Sally Spencer, Consultant John Spencer. Also joining the meeting was ex-officio Board Member Don Stevens, new Board Member candidate Dolly Newman, and several members of the public.

No **Agenda Changes** were made and there were no **Opening Public Comments** nor **Opening Board Comments**.

Attorney/Staff/Consultant Reports. Mr. Spencer reviewed the traffic engineer report saying he considered it a work still in progress. He explained the recommendations and said he would be talking with the City and the engineer for further clarification before finalizing.

There was an update of the address change for the store to 420 Evergreen Drive and the sign to that effect ordered to go on the roof of the building saying it would be ready within two weeks.

Mr. Smith reported on a discussion he had with City Manager Steve Hasson regarding an offer to erect several signs along highway 14 directing people to the City's attractions, including The Cannabis Corner. Locations for four signs were noted and discussed and the Board agreed to proceed with that plan.

Mr. Spencer also reported having completed the 6-month evaluation of the Store Manager's job performance saying it was positive. The result was to extend the probationary period to Aug. 7th, six months from store opening rather than six month from hire date.

He reported the store had gotten an ATM machine installed just two days earlier and that it had already proved popular with customers. He said the Mgr Legun had asked him to begin the process of acquiring a bank card swipe machine as well for at-register purchases. Following a discussion of its cost effectiveness, he was asked to prepare that paperwork for next meeting.

A re-arrangement of display furnishings in the store had created a need to re-aim several of the cameras for maximum coverage and Mr. Smith agreed to accomplish this with the help of store staff as soon as practical.

The **Finance Report** showed sales increasing steadily at about 8% a month resulting in a small profit for the current month.

Bank and cash accounts had all reconciled to zero with no discrepancies indicating as solid a performance as could be expected and would most likely be getting better as the tourist season progresses.

There was no **Old Business**.

New Business Consent Agenda of **Minutes** of the last meeting, **Payroll** and expense **Invoices** was reviewed and approved by unanimous vote.

Mr. Spencer explained that Vice President Judie Whitcomb had volunteered to run for a seat in the upcoming **City Council Elections** and reviewed the other candidates in the race for the Board's information. It was decided to check with the county to look into putting a voter registration 'booth' in the store.

The Board voted unanimously, with Mr. Smith's abstention, to accept Secretary/Treasurer Dan Smith's offer to assume the duties of the **Executive Director Position** as of June 15th ending Mr. Spencer's interim appointment allowing him to return to the terms of his consulting contract.

A **Potential New Board Member**, Dolly Newman of Carson, WA was approved unanimously by the Board & forwarded on to City Council for consideration at their next regular meeting.

An offer for **Office Rent Reduction** until July first was unanimously and gratefully approved.

Loan Amendments changing the payment structure of some repayment plans to help defray costs now were also approved unanimously.

Next Meeting Date was set for Thursday June 25th @ 5pm.

General **Public Comments** were made concerning the appearance of the downtown area and a recent item in the local newspaper naming the store incidentally.

There were no **Closing Board Comments** and **Adjournment** was @ 6:21pm

Dan C. Smith
Secretary/Treasurer