

**NBPDA
Meeting Minutes
1/30/019 6:30pm
102 CBD Mall Dr. #3**

Called to Order @ 6:47pm

Roll Call confirmed the presence of President Dan Smith, Vice President Tambra Kupetz, Executive Director Robyn Legun, Dave Kupetz and Fern Armstrong. Secretary/Treasurer Adam Schaefer had reported being ill.

Agenda changes President Smith added a discussion of the Annual Report content to New Business.

Opening Board Comments were not offered.

Opening Public Comments were not made

Director's Report – A review of 2018's P&Ls showed sales down from 2017 by some 56% as the first three quarters were the roughest year for sales so far. Following the move in the 4th quarter, sales rebounded some 50% further confirming the wisdom of relocating the store. Director Legun displayed a graph of the Carson competitor's sales figures showing a notable drop in the same month our new store opened in October.

Current advertising efforts are undergoing cost effectiveness scrutiny and some changes are planned including foregoing some print media and devising a way to entice local service staff to direct inquiries our way. Also there is an ongoing struggle with our industry's social media posts being continually censored and removed by the networks who will not specify any reasoning. Posting more frequently to new private facebook and instagram accounts may help us get around their automated scanners.

Some new CBD products not subject to the same restrictions or taxes will allow Bonneville Events to stock and sell them affordably, hopefully by Labor Day.

She reported being very happy with the new payroll service and increasingly unhappy with the point of sales tracking service Greenbits as they have gotten more expensive and less user friendly. An alternative was being sought.

There was a need to get some additional assistance keeping up with postings to our website and she was reaching out to a professional for that.

State requirements for sustaining the store's medical marijuana endorsement have increased to the point of being considered not worth the expense and effort and will be dropped at least until pending legislation regarding the industry possibly changes the picture.

Old Business - The 420 Evergreen Lease update was that a contractor had been located who would look at the roof issues raised by the landlord. That was to take place during the coming week. Negotiations for finalizing the lease were meanwhile suspended.

The DocuSign requirements for the LCB's **Change of Ownership** vetting of Mrs. Kupetz & husband Dave were explained and discussed. That process was on track.

New Business included a **Consent Agenda** of product invoices and payroll for the last quarter of 2018 and it was passed unanimously.

A **2018 Budget Review** explained adjustments to correct overages in some budget line items that occurred during the final quarter. Resolution 5.01 was approved unanimously.

Resolution 5.02 Personnell Policy Review which changes the way we re-emburse travel expenses from receipt based to a flat per diem was also unanimously approved.

The content and formatting of the **Annual Report** due to the City in February was discussed at length using last year's report as a guide. Appropriate highlights were agreed upon and a completion time was set.

Next meeting date was set for 4/17/2019 @ 6:30pm

Closing Public Comment was not made

Closing Board Comments were not offered.