

MINUTES

Delta County Economic Development, Inc. Board Meeting

June 11, 2009

12:00 p.m.

The meeting of the Board of Directors was held at Orchard City Town Hall and was called to order by President Brad Harding at 12:08 p.m. Those present were Board Members Tom Huerkamp (Office Furniture and Design Centers), Matt Brezonick (JeHN Engineering), Terry Osborne (First State Bank of Delta), Ryan Ellington (Alpine Bank), Ed Marston (Paonia Businessman), Nick Streza (DeerCreek Properties, LLC), Mary Cooper (City of Delta), and Tom Mingen (Delta County Memorial Hospital).

Also present was Kristin Amundson, Executive Assistant.

President Brad Harding declared that a quorum was present. He stated the meeting notice was distributed to the Board of Directors at least three days prior to this meeting.

Financial Information

Brad Harding asked if Kristin would go over the financial information. Kristin stated that DCED is in a cash flow crisis. The City of Delta asked to be invoiced again and some funding should be on its way. Kristin also stated that DCED is not seeing very many investments increase since the voting membership had increased to \$500 per year. Once DCED receives money from the City of Delta and Delta County, the cash flow should be more stable. Brad requested a motion for approval of the financials: Ryan Ellington motioned to accept the financials; Tom Huerkamp seconded.

New Business

Grant Writing Policy and Procedures—The board is concerned that DCED is spending time writing and administering grants when most of the parties requesting grants are not members of DCED. It has been suggested to put a policy in place to help staff regulate this process for those stopping in the office and asking for grants for free. DCED staff has been busier with grants during the months of March, April, and May, but have only written or assisted with grants deemed very beneficial for Delta County and worth the effort. The New Policy will be written in the By-laws and is as follows:

All parties requesting a grant to be written or administered by the DCED Staff must be voting members of DCED: \$500 per year.

Administration fees: If the grant is approved, DCED will be able to charge a 2% administration fee for non-profits and a 5% administration fee for for-profit businesses.

Brad Harding asked if there were any volunteers to draft this policy and include this in the By-laws. Ryan Ellington and Nick Streza Volunteered to draft this policy.

Old Business

Fundraising— The financial state that DCED is in causes great concern on who exactly are members of DCED. The majority of DCED members are small businesses, many of whom are struggling. A lot of businesses give from \$100-\$499 per year or give an In-kind donation. This membership process needs to be evaluated.

Tom Huerkamp posed the question, “Why aren’t the large, prominent businesses in the area being approached?” Examples of these businesses are Safeway, City Market, Wal-Mart, Food Towns, etc.... Kristin mentioned that Wal-Mart has been approached in the past, and would not invest unless DCED was a 501c3 organization. Once DCED’s 501c3 status is approved, hopefully this will allow for more of these big box establishments to invest. Tom Huerkamp suggested that the letter and invoice mailed out with billings each month, must be drastically changed. The letter is not affective in getting members to increase their dues to a voting membership (\$500/year). Tom Huerkamp volunteered to draft a new letter to send out with billings and suggested it was best coming from a board member rather than DCED staff.

Kristin was assigned to e-mail a current investor list to the entire board, including investment levels by each member to show what businesses might be able to invest more, and to show why DCED’s cash flow is weak due to the many struggling businesses that are members.

Tom Mingen suggested that at the board meeting in July, the board should meet from 10:00 am to noon, to analyze and discuss this investor list, and discuss all the potential members that are missing from the list. From there, the board can continue with regular board business until the meeting is adjourned. Tom Mingen also suggested that the board might want to come up with a policy in working with non-members, that when DCED staff reaches a point of assisting a non-member, that there might be a policy in place to say, “At this point, we cannot proceed any further, unless you are an investor in DCED.”

Change of Non-Profit Status— The paperwork was re-submitted to the IRS and DCED has not received any word on the new status as of yet.

New Logo—Haley Suppes has been working on new logo ideas for DCED for free. She will be getting in touch with Kristin to show these ideas, and will be e-mailed to the Board to bounce around these new ideas.

Update By-Laws to reflect name change—Kristin stated that this task was done in May and a signed copy is on file.

New Website Address—Kristin stated that the board can start exploring ideas of what the new website address will be. Nick Streza gave a wonderful website suggestion: www.networksolutions.com, to type in any name that we are looking at, and it will tell you which domains are available. Kristin will explore this and e-mail suggestions to the board.

Delta Area Chamber of Commerce—The Chamber has requested that we have a representative

attend Chamber meetings, but can hold off while they are restructuring and working on hiring a director. A meeting between the executive committees of DCED and the Chamber will hold off for now.

New Location—The Kaup building is still a possibility. The County has not turned down the idea of a tax forgiveness possibility. This idea will still be explored, however DCED's financial state must be more stable to allow for a move.

Board Retreat—It was discussed to delay a board retreat until September or later. The board agreed the first priority is fundraising and will take steps at the next few meetings to focus on this.

New Board Meeting Schedule—Tom Huerkamp said Julie Littlefield would be more than happy to allow DCED to hold the quarterly meeting at the Buffalo Collection building in Hotchkiss in August. The date will be set soon.

Staff Policies—The Executive Committee met afterwards to discuss a new policy. Ryan Ellington and Nick Streza are on the committee to re-write this policy.

Staff Report—Staff is working on changing the name on everything we can for right now. Staff is exploring the ideas of an HSA plan.

Meeting adjourned at 1:45 pm