

Jefferson Local Development Corporation (JLDC) Minutes
June 19th, 2023
Volunteer Hall, Boulder, MT

Board Members Present: Nick Hensleigh, Lee Good, Stu Goodner, Gary Carlson, Keith Foley

Staff Present: Samantha Yeary

Guests: Bruce Binkowski

Via Zoom: Erin Carbajal

Call Meeting to order: Meeting called to order by Keith at 1:29pm. Drew moved, and Gary seconded to approve the May Minutes as presented. Minutes were approved unanimously.

Correspondence – No correspondence to go over.

- **Project Updates** – Sam gave a detailed report on current projects and moving into the Whitetail Center; completion of the HVAC unit installation, as well as partnerships and coalitions with MBAC, JLDC Barrick, Piedmont Wetlands. CDBG-ED grant: detailed discussion related to JLDC administrative responsibilities and related grant requirements. We will receive an 8% administrative fee. Keith mentioned TechHub and our designation with that, and hopes if it passes in the Congress.
- **Membership & Board Members** – Sam and Keith are working on a strategic plan and then will be pushing a new membership drive forward. More information to come soon.

New business/ Administrative Discussion –

*Discussion about the Sunlight Business Park and on the hierarchy of operating authority and decisions. Is it TIFID, lessee (us), and County, and Barrick? Everyone needs to be talking to determine who is responsible for what and the order of decision making.

*Discussion of grant administration and what we should do before we commit to any grant administration. Discussion focused on grant requirements and how we would be required administrate them.

*Boulder will be participating in the communities' hearts and souls program.

*RFI deadline is up. We have 2 responses hopefully 3 to review and evaluate with the executive committee.

*Update on Bylaws, Drew stated that we have been working hard on a draft of the new bylaws. The draft following executive committee and counsel review is almost ready, for board review at the July meeting. It will be sent out well before the meeting so they can review it and come with comments to the July meeting. The adoption process is to have the draft to the board for a discussion in July, further discussion, and approval in August by board, then sending the recommended Amended Bylaws to members, as required 30 days in advance of the annual meeting/membership dinner, for consideration and adoption

*Move annual meeting from August 14th to September 18th.

Jefferson County Events – Bruce reported that the county is wrapping up this budget year and planning next years. It is the event season. Every summer gets busier at the Fairgrounds, he stated. Rockin the Rivers, Rapping the Rivers, Frontier Days, fair and rodeo are among some of the main events this year. Every weekend is very busy. Jefferson City Days and Basin City Days will be happening soon as well. Bruce stated the county is busy with events from now until Halloween. Bruce suggested that maybe JLDC could purchase some tickets to the upcoming circus for the YDI kids.

Board Member & Public Comment –

*Gary reviewed the annual audit process and desired completion timing. The audit committee (Gary & Nick) are going to meet with Pat Burt, Newland & Company, to talk

about the audit for 23/24. They will discuss how to make it more streamlined, efficient and timely. They hope to have meeting before the July board meeting.

*Discussion was had with the Board on who will be the business of the year. It was decided to post in the papers we are looking for a business of the year and ask for nominations. The recognized business will receive a free year membership for JLDC as it has been in years past.

*More content as well as the best business and membership drive will be posted on the Facebook page, as well as the Jefferson County websites and Facebook.

Board Executive Session. Commenced at 2:50 p.m. and concluded at 3:25 p.m.

Staff compensation adjustments for the fiscal year 2024-2025, effective the first payroll period commencing July 1st or after was discussed.

Compensation decisions: Samantha's increase of \$3,000, per employment offer, Erin - \$1.00/hr. increase and Leah \$1.00/hr. increase (deferred and decided during an Executive Committee meeting June 20th).

Health stipend: was discussed and agreed to leave the stipend for the fiscal year at \$1,100/mo.

Motions: Sam – Drew moved, Keith seconded passed unanimously; Erin – Drew moved, Lee seconded, passed unanimously; Leah – Executive committee – all present agreed

Board meeting adjourned at 3:30 p.m. Next Board meeting. July 17, 2024, 1:30 p.m., Clancy