

Business Loop Community Improvement District

Board of Directors Meeting Minutes

601 Business Loop 70 West #128

Thursday, November 15, 2018 8:00 am

Present:

Lili Vianello

Gary Ennis

Dave Griggs

James Roark-Gruender

Carrie Gartner

Ryan Euliss

Jeff Spencer

Linda Schust

Griggs opened the meeting. Ennis moved to accept the minutes as amended, Vianello seconded. Motion passed unanimously. Gartner and Euliss presented the year-end financials and the regular monthly financials. The board discussed role of treasurer and overview. As per the most recent Executive Committee recommendations, Gartner is sending Euliss additional financial documents (ie, the transaction overview). Roark-Gruender recommended also sending Euliss the credit card statement as an extra check. He also recommended changing the budget line item from "CID Establishment" to "Legal Fees." Vianello motioned to approve financials, Euliss seconded. Motion passed unanimously.

Committee Reports

Executive Committee

Griggs reviewed a number of key goals including an updated personnel manual and contract/MOU for Gartner. Gartner will forward Griggs existing documents and he will work with Roark-Gruender on it. Gartner recommended that salary and benefits remain as a key part of the public budget process for maximum transparency. The committee will also work on tying compensation to an evaluation process. The Executive Committee recommended the following: 2% COLA increase for salary and health insurance plus the corresponding percentage increase in retirement (which is tied to salary.) Griggs made the motion, Schust seconded. Roark-Gruender offered a friendly amendment that the new levels would begin upon board approval. Griggs and Schust accepted the amendment. Motion passed unanimously.

Director's Report

New Reporting Guidelines

Gartner gave an update on new guidelines, including a regular reporting of communication-based collections and new requirements for financial statements.

Small Business Saturday

Gartner gave a quick overview of the day, the swag bags being delivered to merchants, and the social media campaign for the event.

Small Scale Manufacturing Grant

Gartner and Griggs updated the board on the efforts of the SSM working group and the grant process.

Closed Session

Vianello moved to adjourn to closed session, Schust seconded. Motion passed unanimously.

The meeting was closed pursuant to the provisions of section 610.02. Gartner gave the board an overview of where the court case stood. No action taken. Vianello moved to end closed session, Roark-Gruender seconded. Motion passed unanimously.

Public Comment

No comments from the public.