

MEETING MINUTES
KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD
BOMBER MOUNTAIN CIVIC CENTER - BUFFALO, WY
July 11, 2018 @ 8:00 A.M.

Members present:

Tom Knapp, Chairman
Randy Dyess
Travis Lawrence
Bill Novotny
Mike Johnson, Mayor
Staff: Claudia Todd

Members absent:

Crosby Taylor
Bob Snowden

Rich Griffith
Delbert Eitel
Rick Myers
Dave Simonsen, CEO

Guests: Steve Birbeck, Business Owner; Brandi Harlow and Kim Porter, Wyoming Business Council; Jennifer Schroefel, CPA

- I. **CALL TO ORDER AND INSTRUCTIONS:** Chairman Knapp called the meeting to order at 8:05 A.M. **Introduce any guests present** – Steve Birbeck, Kim Porter, Brandi Harlow and Jennifer Schroefel were introduced.

- II. **REVIEW/ACCEPT MEETING MINUTES:**
June 27th, 2018 Meeting Minutes (Recorded by Claudia Todd)
Mayor Johnson motioned to approve the June 27th, 2018 meeting minutes as presented. Griffith second. Motion carried.

- III. **FINANCIALS: Travis Lawrence, Treasurer**
 - a. **Treasurer's report on financial status – May Financials** - Jennifer Schroefel was attending and the financials were discussed with her. Myers voiced concern about the sustainability of the organization. A discussion was held about solutions.

- IV. **NEW BUSINESS:**
 - a. **Discussion/Action Item: Strategic Planning Session** – Kim Porter (Wyoming Business Council) facilitated the meeting with the assistance of Brandi Harlow. Work focused on developing goals, vision and mission for the organization. Kim assured the board that she would have a draft document completed that could be presented and further discussed on July 19th at 5:50p.m. during the Joint JOCO/City/County meeting. (See attached work sheet).

OTHER BUSINESS:

- a. **Next Meeting Date** (July 25, 2018) – regular board meeting
 - b. **Open to Board Members** – No comment
- ADJOURN:** Meeting adjourned at 11:20a.m.

Contact Information: KBJ Economic Development (307) 620-1260 Info@jocofirst.com



8-8-18

Tom Knapp, Chairman

Date:

Attested by:



8/8/18

Board Member

Date: