

MEETING MINUTES
KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD
Bomber Mountain Civic Center 63 N. Burritt Ave., Room 108
Buffalo, WY. 82834
November 9, 2022@8:00AM

Members present:

Zach Smith, Vice Chair
Bill Novotny, Chair JCC
Tom Knapp, Board Member
Shann Edwards, Secretary

Members absent:

Rick Myers, Chair
Bill Gehrig, Mayor of Kaycee
Josh Keegan, Board Member
John DeMatteis, Board Member
Shane Schrader, Mayor of Buffalo
Mary Plank, Board Member

Staff Present: Kerry Absetz, Claudia Todd

Guests: Seth Taylor, reporter Buffalo Bulletin; Heather Ferricks, Hydroponics.

I. CALL TO ORDER AND INSTRUCTION: 8:11 A.M. Vice Chair Z. Smith called meeting to order.

REVIEW/ACCEPT MEETING MINUTES:

October 12, 2022, meeting minutes reviewed by Vice Chair Z. Smith. B. Novotny motions to accept, and T. Knapp 2nds. Motion carried.

ii. Regular Business:

Financials:

Financials reviewed by Vice Chair Smith. T. Knapp motions to accept, S. Edwards 2nds the motion. Motion accepted.

Staff Report:

C. Todd. Introduced possible new tenant and business owner, Heather Ferricks regarding business idea for downstairs of BMCC. Hydroponics. Building report was delivered by C. Todd. Reviewed the Buffalo Business Exchange and the upcoming meeting with SBDC PJ Burns and SBA Tammi Hanshaw. JHL, after 5 years, moved out. Mentioned Bev Boden and how to get her to address the fees we are trying to collect. No payments have been received. Staff member Kerry Absetz is getting with Branded Bookkeeping to possibly do data input. Shann Edwards mentioned reviewing what they do, and Bill Novotny wants JOCO First to look at the Request for Proposal with Branded Bookkeeping. Especially with the bill now increasing. It is requested to be added to the next meeting's agenda. "DNO" insurance was a topic to Directors and Officers insurance. Not clear as to whether the JOCO board needs it.

III. PUBLIC COMMENT PERIOD:

NONE

IV. OTHER BUSINESS:

- a. Revisited the idea of the staff attending other city/county meetings. After some discussion the board agreed that it could be beneficial for JOCO First's staff to attend said meetings on behalf of KBJ Econ. Dev JPB.
- b. **Next Regular Meeting Date December 14, 2022**, at 8:00 A.M. Located room 108 at Bomber Mountain Civic Center Buffalo, Wy.

Meeting adjourned at 8:53am.

Contact Information: KBJ Economic Development (307) 620-2458

Date

12/19/22

Attested by: Board Member

Date