

MEETING MINUTES
KBJ ECONOMIC DEVELOPMENT JOINT POWERS BOARD
Bomber Mountain Civic Center 63 N. Burritt Ave.,
Room 108
Buffalo, WY. 82834
February 8, 2023@8:00AM

Members present:

Shann Edwards, Chairman
Zach Smith, Board Member
John DeMatteis, Board Member
Mary Plank, Board Member
Rick Myers, Treasurer (left after financials 8:22a)
Shane Schrader, Mayor of Buffalo (left early 9:50a)

Members absent:

Bill Gehrig, Mayor of Kaycee
Josh Keegan, Board Member
Bill Novotny, Chair JCC
Tom Knapp, Vice Chair

Staff Present: Claudia Todd, Kerry Absetz

Guests: Seth Taylor, reporter Buffalo Bulletin; Jody Sauers, Johnson County Tourism Association board member; Scott Madsen, City Council; Wendy Smith, Sheridan College; Kate Harness, 307NetRadio.

- **CALL TO ORDER AND INSTRUCTION:**
8:02 AM Chairman S. Edwards calls meeting to order.

REVIEW/ACCEPT MEETING MINUTES:

January 8, 2023, meeting minutes reviewed by Chairman S. Edwards. Z. Smith motions to approve, and J. DeMatteis 2nds. Motion carried.

- **Regular Business:**

Financials:

Financials and budget reviewed by Treasurer R. Myers. Discussed the proposed 2023/2024 fiscal year budget. The board asked for the maintenance to be increased by \$5000.00 for the year. Z. Smith moved to accept the proposed budget with the additional \$5000.00 for maintenance. J. DeMatteis 2nd and motion carried.

Staff Report:

Staff C. Todd - Mention of the Governor's Convention that both C. Todd and K. Absetz attended. Community calendar update. Finding content again, advertising calendar. Breathing life into the calendar. Still cannot get the JCTA or Chamber board involved. We are also introducing a workshop series at BMCC that is with Small Business Development Center. The workshop is happening April 4, 2023. There are 2 sessions planned that day, each 1.5 hours. Discussed findings at conference of a kiosk that would be an interactive electronic community board for tourist and locals. Trying to bring other Johnson County boards and entities together to meet and work on collaboration for tourism needs like a kiosk in downtown and sharing the expense. Reviewed getting internet access for kiosk and the possible city wide wi-fi. How the kiosk will eliminate a city wi-fi since it will offer a progressive web app with a

“QR” code. Range and Visionary are possibly able to give internet access to the kiosk. Can sell ads on the kiosk for local attractions. To help re-coop expenses of purchasing/installing/maintaining/internet.

- **PUBLIC COMMENT PERIOD:**
- W. Smith Sign up for yoga. Double of the for-credit classes going over last year at SCJC.
- **OTHER BUSINESS:**

Employee handbook: The board reviewed the Johnson County Handbook and decided to accept it as the JOCO First employee handbook, with making minor changes to reflect our name. J. DeMatteis moved to accept and Z. Smith 2nd, motion carried.


Board Fundamentals training: Mary Plank presented bringing it to the community by JOCO. It was decided that JOCO would host this course and open it up to all the boards that exist within our county.

Changes to meeting dates and frequency: It was discussed to add an additional meeting date or add a workshop day. Or committees meet once a month and the board meet on the other Wednesday. Once committees are formed. Tabled until next month’s meeting.

- a. **Next Regular Meeting Date March 8, at 8:00 A.M.**
- b.

Meeting adjourned at 9:45am.

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

	Date
	3-7-23

Attested by: Board Member Date