

MINUTES HAVE BEEN APPROVED

**HORIZON DRIVE BUSINESS IMPROVEMENT DISTRICT  
BOARD MEETING MINUTES**

April 8, 2009 – 10:00 am  
HUB International

A meeting of the Board of Directors (the “Board”) of Horizon Drive BID, was held on Wednesday, April 8, 2009 at the offices of HUB International.

**Board Members Present**

Dale Reece – Clark Atkinson – Richard Tally – Eileen Blanchard – Chuck Keller

**Board Members Elect Present**

Jan Rohr – Bill Milius

**Also Present Were**

Teri Cavenagh – Dave Younger – Diane Hatfield

**Call to Order**

Dale R. Reece, President, called the meeting to order at 10:15 am, and Diane Hatfield recorded the minutes.

**Minutes**

The motion was made by Chuck Keller, seconded by Clark Atkinson, and unanimously passed that the minutes of the January 14, 2009 Board Meeting of the Horizon Drive BID be approved.

**Business of the Treasurer**

The motion was made by Richard Tally, seconded by Dale Reece, and unanimously passed that the 2008 Financial Report as submitted by Eileen Blanchard be approved.

The motion was made by Clark Atkinson, seconded by Chuck Keller and unanimously approved that the services of Paul Miller be attained for the purpose of the Horizon Drive BID 2008 audit, at the cost of \$2,100.00, with an additional cost of \$400.00 due to no 2007 audit.

**Board Appointments**

The City will be considering board appointments on April 13<sup>th</sup>, where Jan Rohr and Bill Milius are expected to be approved, and Clark Atkinson’s term is expected to be renewed. Following are the terms of each board member:

Dale Reece	April, 2010	Jan Rohr	April, 2013
Richard Tally	April, 2010	Bill Milius	April, 2013
Eileen Blanchard	April, 2010	Clark Atkinson	April, 2013
Chuck Keller	January, 2012		

## MINUTES HAVE BEEN APPROVED

### **Special Meeting**

It was proposed and agreed that the Horizon Drive BID hold a special board meeting after May 18<sup>th</sup>. Jan Rohr and Bill Milius will officially be welcomed as Board Members, and finalists for the Executive Director position will be considered. .

### **Legal Counsel**

The motion was made by Dale Reece, seconded by Eileen Blanchard and unanimously passed that the resignation of Doug Briggs be formally accepted. Doug will get the files in order before passing them on to the Board's new legal council, Dave Younger

With regards to the Colorado Statutory Property Tax Revenue Limitation, the City of Grand Junction indicates that we should continue doing what we have been doing / the State of Colorado has not yet made a determination on if we are in compliance. Together, Dave Younger and John Schaeffer will be working on bringing this to resolution.

Dave Younger will work with Doug Briggs to see if the process of registering the Trademark for Horizon Drive BID was completed. Discussion was held regarding the legal name, and the commonly used name, which differ.

It has been requested that Dave Younger prepare a handbook for all of the Horizon Drive BID board members. The handbook will provide a guide we should strive to follow as board members.

### **Insurance**

The motion was made by Eileen Blanchard, seconded by Clark Atkinson and unanimously approved that our insurance with Home Loan be renewed on July 1, 2009 if the pricing is similar to 2008's insurance. Eileen Blanchard will investigate; if the cost is significantly different, Eileen will pass this on to the board via e-mail.

### **Post Office Box**

Chuck Keller has volunteered that he will be responsible for checking the contents of the Downtown Post Office regularly.

### **Election of Officers**

The motion was made by Richard Tally, seconded by Eileen Blanchard and unanimously approved that the following board members be elected as officers of the Horizon Drive BID.

President	Dale Reece
Vice President	Clark Atkinson
Secretary	Chuck Keller
Treasurer	Eileen Blanchard

## MINUTES HAVE BEEN APPROVED

### **Marketing**

Teri Cavenagh gave a presentation regarding updating the Horizon Drive web design. The motion was made by Dale Reece, seconded by Eileen Blanchard and unanimously approved that Cobb & Associates continue to handle Marketing in 2009, and that Teri Cavenagh continue to work on the web design within the realms of \$25,000 that we have budgeted within the year.

### **Executive Director**

Advertising for the position of Executive Director began last Sunday. A committee meeting to review resumes will be held on May 6<sup>th</sup>, 2009 at Shaw Construction at 10:00 am. A final list of prospective candidates will be brought before the board for consideration. It was also suggested and accepted that a personality profile would be administered to that shortlist. Members of that committee are Jan Rohr, Bill Milius, Chuck Keller, Eileen Blanchard, chaired by Clark Atkinson.

### **Office for Executive Director**

Chuck Keller has investigated office space, considering the following criteria: 200 sq ft would be required for desk, file, laptop, cellular. Optimum would be shared facilities with use of common secretarial area, copy room, conference room, and kitchen facilities. The board was firm in that the office is to be located within the district, without conflict of interest with regards to properties belonging to the Horizon Drive BID board members. We will continue the search; there will most likely be space available when our need is more immediate.

### **Meeting Adjournment**

The official Board Meeting of the Horizon Drive BID was adjourned by Dale Reece at 12:10 pm.

Respectfully submitted,

---

Dale Reece, President