

**HORIZON DRIVE ASSOCIATION
BUSINESS IMPROVEMENT DISTRICT
BOARD MEETING MINUTES
Hospice & Palliative Care - Spoons
November 11, 2009 – 10:00 am**

A meeting of the Board of Directors (the "Board") of Horizon Drive BID, was held on Wednesday, November 11, 2009 at the Hospice Palative Care Facility, Room 102.

Board Members Present

Dale Reece – Clark Atkinson – Chuck Keller – Eileen Blanchard - Richard Tally – Jan Rohr – Bill Milius

Also Present

Jarrold Pearson, Legal Counsel to the Board
Diane Hatfield, Recording Secretary
Teri Cavanagh, Marketing Consultant
Victoria Patsantaras, Representative

Call to Order

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

Agenda

It was proposed that future Horizon Drive BID Board Meetings follow a standardized Agenda format. The motion was made by Clark Atkinson, seconded by Bill Milius, and unanimously passed that the board adopt the proposed Agenda set forth before the Board.

Minutes

Minutes from the October 14th Board Meeting were presented for approval. The motion was made by Bill Milius, seconded by Richard Tally, and unanimously passed that the minutes from the October 14th Board Meeting be approved.

Report of Officers

Eileen Blanchard - Treasurer

Receipts of \$6,800.00 were received on November 10th, and no checks have been written since the last reporting. The cash balance as of November 11, 2009 is \$673,199.32. The rate of interest the HDBID is receiving is between 1.5% and 2.5%.

An audit of the HDBID will be completed in December, with papers being prepared by Mike Nelson of Chadwick, Steinkirchner, Davis & Co., P.C., assisted by Value Enhancement, Inc.

Report of Consultants

Jarrold Pearson - Legal Counsel

Regarding term limits, board members are elected to serve on the HDBID for a term of four years, with officers being elected for a term of one year. The bylaws are currently silent with regards to multiple term limits; Grand Junction City Attorney, John Shaver, has requested that the HDBID consider amending the bylaws to place specific term limits on board members. After considerable discussion, the motion was made by Clark Atkinson to amend the bylaws to enable Board Members to serve a maximum of three (3) four-year terms, and to enable Officers to hold their office for a maximum of three (3) one-year terms. The motion was seconded by Chuck Keller and unanimously passed.

“Horizon Drive Business Improvement District” is the trade name current with the state of Colorado. In addition, the HDBID currently has the rights to “Gateway to Grand Junction” and “Horizon Drive Association”. When the association is dissolved, the district will take it as a trade name to ensure no other entity will use it. It is recommended that the HDBID request the members of original “Horizon Drive Association” to officially dissolve that association. An alternative to that would be to let the association naturally dissolve in four years. The board came to the conclusion that action should be taken in this matter now, rather than waiting for four years. Old board members will be tracked down in order to take care of this business.

As legal counsel, Jarrod was dismissed from the meeting at 11:00 a.m.

Teri Cavanagh – Marketing Consultant

Topics of discussion:

- Cobb & Associates designed a selection of business cards and letterhead for the Representative to be considered by the board.
- Requested current objectives / direction.
- Cobb & Associates will provide Victoria Patsantaras with web training.
- What would you like the focus of the web design to be?
- Now that the board has hired a District Representative, what will our role be?
- Will we be working directly with Victoria, or through the board?

Response:

- A selection of business cards and letterhead was made, with minor changes being suggested.
- We will be revisiting the board's vision and priorities, as we want to hear the voices of our two new board members – in January.
- Keeping the web current is important
- We want to see Victoria's first 60-90 days through, and will want to utilize her as much as possible.

Victoria Patsantarus – District Representative

Topics of discussion:

- Presented status report of first two weeks on the job – 17.5 and 10 hours, as set forth in the parameters.
- An outline of what results the board wants would give a better idea of the time needed to spend on each project.
- Who do I go to so I don't have to address small issues at board meetings?
- Strategize for next 12 months in January.
- Cell phone purchase – Tax ID # and avenue of payment are required. Victoria will use her personal phone to receive HDBID's e-mail messages, tracking the amount of use for possible upgrade.
- Board member's handbook – I can prepare a 1st draft of the history of the board, as well as review the draft Jarrod has prepared.
- Should I begin attending city counsel meetings?
- Cobb & Associates will set up e-mail addresses on November 12th.

Response:

- The status report is a great communication tool, and for now, a short weekly report will be suitable.
- Dale Reece will be giving Victoria direction on behalf of the board.
- The district will buy a phone with voice mail and texting abilities only. We do not want to go to the expense of internet capability at this time, but may update it later, if we see the need. The phone will be in the district's name. Either Dale or Eileen will sign / deliver a check for the phone. An inviting greeting is to be put on the phone, which will include "Horizon Drive Business Improvement District".
- Board members will provide Victoria with pertinent information so she can put together a summary of the history of the board. Eileen and Richard will be the main resources.
- It is the desire of the board that Victoria refrain from attending any meetings (other than board meetings) until further directed, focusing on familiarizing herself with the administrative aspect of the Representative's position.
- Victoria@horizondrive.net or info@horizondrive.net are approved.

December 9th Meeting

The December 9th meeting will begin at Hospice Palliative Care Facility – Cups at 10:00 a.m. At 11:15 a.m., we will depart for the airport, where we will be given a detailed tour that will end approximately 1:30 p.m.

Meeting Adjournment

Dale Reece, President, adjourned the meeting at 12:05 pm.

Respectfully submitted,

Dale R. Reece, President