

MINUTES OF ANNUAL MEETING FEBRUARY 13, 2013

**GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT
817 COLORADO AVE, SUITE 201
GLENWOOD SPRINGS, COLORADO**

1. Call to Order. Meeting Convened at 9:00 a.m.

- 2. Roll called by Patti Payne** Director Gregg Rippy, Present
Director Mike Samson, Present
Director Eric Schmela, Present

Quorum established.

Also in attendance: Andrew Gorgey, General Counsel
Patricia Payne, Administrative Assistant to the Board

3. Additions or Changes to Agenda.

Added: 10.a. Request from Commissioner Martin
 10.b. Spruce Creek Multimedia, Ryan Mackley
Moved: 7.a. to 8.b.

4. Approval of Minutes.

- a. Motion to approve minutes as submitted, of January 9, 2013, by Director Samson, seconded by Director Schmela. Passed, Vote of 3-0.

5. Consent Calendar.

- a. Approve Expenses
- i. Motion to approve expenses as submitted, by Director Schmela, seconded by Director Samson. Passed, Vote of 3-0.
 - ii. Ms. Payne requested permission to prepare rent checks mid-month for the first of the upcoming month, beginning, and ongoing. Permission granted.
 - iii. Director Rippy requested that payments made to Grantees be made as a separate item on the agenda, under New Business.
 - iv. The board also requested seeing monthly financial reports.

6. Comments from Public on Items Not Scheduled on the Agenda.

NONE

7. Reports or Updates.

a. Staff

- i. Parachute/Battlement Mesa Parks & Recreation District – Draft letter and amendment to the grant agreement presented to Board written by Mr. Gorgey, where amount requested was incorrect on the original grant application (award exceeded 70% of project cost). Motion to approve letter to Recreation District made by Director Samson and seconded by Director Rippy. Director Schmela recused. Passed, Vote 2-0 with one recusal.
- ii. Office
 - Door Logo installed by Micro Plastics and paid for by Frank Taverna.
 - Small vinyl stickers for Carbondale signs and New Castle PD vehicle discussion.
 - Projector screen discussion.
 - Printer proposal presented to the board. Discussion to obtain additional quotes from other retailers for the March meeting. Discussion regarding service for printers.

8. Unfinished Business.

a. Contract Management System Update

- i. Forms for payment to Traditional and Mini Grant.
- ii. New Castle presented payment for their mini grant. Very well documented. Motion to approve payment to Town of New Castle in the amount of \$25,000 by Director Samson and seconded by Director Schmela. Passed, Vote 3-0.
- iii. Mr. Gorgey had conversation with Amelia Shelley regarding Garfield County Library District mini grant.
- iv. New Castle presented partial payment for their Spring 2012 grant. They selected payment Option #1, 50% of the grant amount with a signed construction contract. Mr. Gorgey will contact New Castle and explain what needs to be done in order to get the 50%, which is \$136,500 of the total grant amount.

b. Investment Policy Update/Alpine Bank

- i. Mr. Gorgey presented draft investment policy to the Board of Directors. He requested the Board to read this draft policy before the next board meeting. Discussion to produce an investment resolution.
- ii. Alpine Bank will award interest retroactive to January 1, 2013

c. January 9, 2013 awards luncheon feedback

- i. Director Samson expressed “kudos” to all involved.
- ii. Motion to book Second Annual Awards Luncheon at The Loft (Hotel Denver) on January 8, 2014 by Director Samson, seconded by Director Schmela. Passed, Vote 3-0.
- iii. Commissioner John Martin took a modified version of the presentation to CCI Public Lands Committee.

9. New Business.

- a. Election of Officers (Art. III, Section 2)
 - i. Motion to make Director Rippy President by Director Samson, seconded by Director Schmela. No other nominations presented for President. One-year term. Passed, Vote 3-0.
 - ii. Motion to make Director Schmela Secretary by Director Samson, seconded by Director Rippy. No other nominations presented for Secretary, for one-year term. Passed, Vote 3-0.
- b. Posting location and custodian of records designation, *nunc pro tunc* to January 9, 2013
 - i. Resolution designating posting location of meeting notices and the official custodian of records. Motion to accept Resolution 13-01 made by Director Schmela, seconded by Director Samson. Passed, Vote 3-0.
- c. McMahan and Associates Audit Proposal
 - i. Audit for 2012 proposal presented to the Board of Directors. Motion to accept McMahan and Associates audit proposal for audit of fiscal year ending 2012 for an amount not to exceed \$6850 and authorized Director Rippy to sign contract made by Director Schmela, seconded by Director Samson. Passed, Vote 3-0.
- d. CMC application issues
 - i. Board meets quarterly and would like relief from deadline for application and grant agreement if award. The board will give them relief from the deadline for the application.
 - ii. They are applying for a planning mini grant. Planning grants only funded to 50%.
- e. Raising A Reader request
 - i. Request to use GCFMLD Office space for quarterly meetings. Following discussion and staff recommendations, request is respectfully denied as a matter of policy to this and all other nonprofits.
- f. Sonoran Institute request
 - i. Has been resolved without discussion.

- g. Letterhead
 - i. Change of letterhead and business cards approved.

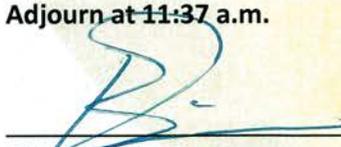
10. Other Business

- a. Request from Commissioner John Martin
 - i. Commissioner Martin has asked that the GCFMLD Board consider at Wednesday's meeting authorizing use by Garfield County of the following:
 - Presentation adapted from the one made at GCFMLD annual award luncheon
 - State Statute
 - Procedural Resolution
 - Application
 - ii. Commissioner Martin will present these materials at two upcoming meetings: (1) the National Association of Counties (NACO) annual legislative conference in Washington, D.C. (March 1-6), and (2) the Western Interstate Region meeting, a sub-group of NACO, in Arizona in May.
- b. Board approves (3-0) to allow Commissioner John Martin to use materials at NACO.
- c. Ryan Mackley & Website
 - i. Posting photos on the District's website is restricted by the current software in use. Board discussed two options, and decided to use the current gallery software to build separate photo galleries for each community (Glenwood, Rifle, Silt, General Garfield County, etc.)

11. Next Meeting Date and Location.

- a. Wednesday, March 13, 2013, 9:00 a.m. – District Office

12. Adjourn at 11:37 a.m.


Eric Schmela, Secretary

3-13-13
Date