

MINUTES OF JANUARY 9, 2013

GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT  
817 COLORADO AVE, SUITE 104B  
GLENWOOD SPRINGS, COLORADO

1. Call to Order. Meeting Convened at 9:07 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, Legal Counsel  
Patricia Payne, Administrative Assistant to the Board

3. Additions or Changes to Agenda.

NONE

4. Approval of Minutes.

a. Motion to approve minutes as submitted, of December 12, 2012, 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 Samson, seconded by Director Schmela. Passed, Vote of 3-0.

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

NONE

7. Reports or Updates.

a. Fall 2012 Grant Cycle Agreements

i. Additional information requested of the Town of New (traditional) and the Garfield County Public Library District (mini) have been returned to Mr. Gorgey. Mr. Gorgey has reviewed both replies and is comfortable with President Rippy signing the agreements.

- ii. Letter sent to Ross Montessori, as directed by the Board. Ross Montessori has not replied back as of this meeting.

b. Alpine Bank

- i. The District should be receiving .01 percent interest on both accounts effective immediately. Director Schmela is working on getting back interest and making sure PD/PA compliance.

c. Financial statements presented to the Board. *See attachments.*

**8. Unfinished Business.**

a. Contract management & monitoring

- i. Draft template presented to the Board. *See attachment*
- ii. Mandatory “no later than” start date to be included in grant application for both Traditional & Mini Grant Programs.
- iii. Discussion on reports to be submitted when requesting monies and/or progress reports.
- iv. Mr. Gorgey had a conversation with GOCO
- v. Bring back examples of forms at February regular meeting

b. Office space

- i. Director Schmela discussed with Frank Traverna a possible 5 year lease.
- ii. Currently on a month to month
- iii. When space is ready we will move in
- iv. Discussion on a shared server system or an offsite system

c. January 9, 2013 awards luncheon power point presented by Director Rippy

d. Budget Reports to DOLA

**9. New Business.**

a. 2013 Spring Grant Cycle dates & amendments

- i. Application available on line – Friday, February 1
- ii. Applications due to district – Thursday, February 28, 5:00 p.m.
- iii. Board Decision – Wednesday, April 17 (Press Release @ noon)
- iv. Fully executed Grant Agreements – Thursday, May 23, 5:00 p.m.
- v. Amendments
  - No Cover Pages
  - Clearly designate original
  - Standard margins
  - No table of contents
  - Specify word count
  - Specify a no later than start date for projects

- 50% for planning applications
- Final Report to include photos and checks
- Upgrade application form for both a Mac & PC

b. Director Appointments. *See attachment*

- i. Director Schmela reappointed by BOCC on January 7, 2013

c. Requests from State of Colorado

- i. Presentation and discussion of confirmation of funds letter sent to the District to the attention of the Garfield County Treasurer. Mr. Gorgey to send letter to State Treasurer restating the District is independent of Garfield County. This is the second year this has occurred.

**10. Other Business**

NONE

**11. Next Meeting Date and Location.**

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

**12. Adjourn at 10:27 a.m.**

Eric Schmela, Secretary

Date

