

**ELKO COUNTY ECONOMIC DIVERSIFICATION AUTHORITY
REGULAR MEETING MINUTES**

**ECEDA Regular Board Meeting
Great Basin College
Berg Hall Conference Room
Wednesday, February 23, 2011
1:00 p.m. PST**

STAFF:

Pam Borda- Executive Director
Diana Duncan Elwess- Operations Coordinator

BOARD MEMBERS:

Angela Hansen-AMEC Earth & Environmental
Steve Feasel-City of Carlin
Jolene Supp-City of Wells
Don Newman- ECVA
Betti Magney-Elko Daily Free Press
Pamela Smith- Fronteer Gold
John Rice- Great Basin College
Jeff Brigger-NV Energy- via phone
Matt Murray-Newmont Gold- Alternate
Nichole Volk- Northeastern Nevada Regional Hospital- Alternate
Brandon Palmer- Ormaza Construction
Jason Ashby- P & H MinePro Services
Kelly Wilson- Pacific Steel & Recycling
Sharon Horn-RAM Enterprise
David Zornes Red Lion Hotel & Casino- Alternate

GUESTS:

Ted McElvain- Southwest Gas
Gretchen Hubert- Bonneville Transload
Veronica Supp

MEMBERS ABSENT:

City of Elko
City of West Wendover
County of Elko
Frontier Communications
Gold Dust West
Nevada State Bank
Savage Services
Stewart Title Company
US Bank

A. CALL TO ORDER: By ECEDA Chairman of the Board Angela Hansen

The agenda for this meeting of the Elko County Economic Diversification Authority (ECEDA) has been properly posted for this day and time in accordance with NRS requirement. **ECEDA's monthly board meeting agenda and board meeting minutes are now posted for public viewing on our website at www.eceda.com. They can be found under the *ECEDA at Work* link.**

B. ROLL CALL: Introductions of Board Members and Guests.

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C. PUBLIC COMMENT PERIOD:

This agenda item is to provide time for the general public to address the authority regarding items of concern. Action cannot be taken at this time, but a matter can be set on the agenda for a future meeting, as appropriate.

None

**** DENOTES POSSIBLE ACTION ITEM**

D. APPROVAL OF THE JANUARY 2011 REGULAR MEETING MINUTES**

ACTION: Don Newman motioned approval of the January 2011 Minutes. Brandon Palmer seconded the motion. Angela Hansen and Sharon Horn abstained. The motion passed.

E. ECEDA FINANCIALS:**

1) ****APPROVAL OF WARRANTS FOR JANUARY 2011:**

Review and approval of expenditures and financials for the month of January 2011

Executive Director Pam Borda went over a summary of the 2011 Budget with the Board. Discussing the revenue and expenses that were not included in the original budget. She reported that we are doing well with the budget.

ACTION: Jolene Supp motioned approval of the January 2011 Warrants. Pamela Smith seconded the motion. The motion passed.

F. NEW BUSINESS

1) ****REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF THE APPLICATION TO NCED FOR SUPPLEMENTAL GRANT FUNDS.**

NCED recently notified the Development Authorities in the state that they had supplemental funds in the amount of \$45,000 to \$60,000. ECEDA is requesting approximately \$15,000 for 4 projects.

Atlas Advertising

Entrepreneur training for Staff and Entrepreneur Committee

2011 Northwest Community Development Institute Advanced Class- July 18-20

Office Equipment

ACTION: Carl Diekhans motioned approval of the application to NCED for supplemental grants in the order in which they were introduced. Nichole Volk seconded the motion. The motion passed.

2) ****REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF CHANGES TO ECEDA'S POLICIES AND PROCEDURES TO ADOPT POLICY 2011-001, A REVISED CONFIDENTIALITY AGREEMENT.**

Board Member Kelly Wilson, spokesperson for the Sub-Committee stated that this new policy is straight forward.

ACTION: Kelly Wilson motioned approval of the changes to ECEDA's Policies and Procedures to adopt Policy 2011-001, a revised confidentiality. Carl Diekhans seconded the motion. The motion passed.

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- 3) ****REVIEW, DISCUSSION AND POSSIBLE APPROVAL OF POLICY 2011-002, CHANGES TO ECEDA'S POLICIES AND PROCEDURES TO ADOPT ELKO COUNTY'S PERSONNEL POLICIES MANUAL IN LIEU OF THE PERSONNEL POLICIES IN THE POLICIES AND PROCEDURES MANUAL.**

ACTION: This item has been tabled. The initial draft is not in an acceptable form for voting purposes at this time. Staff will continue to finalize the policy and will be put on the agenda at a later date.

- 4) ****REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO ADOPT POLICY 2011-003, A LICENSE AGREEMENT WITH PHOTOGRAPHERS.**

Executive Director Pam Borda worked with Don Newman, ECVA Director as the ECVA already has a working policy for License Agreement. ECEDA was able to use the ECVA format and personalize for the organization.

ACTION: Jolene Supp motioned approval to adopt Policy 2011-003, a License Agreement with Photoragphers. Pam Smith seconded the motion. The motion passed.

- 5) ****REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO PURCHASE A PROJECTOR FOR PRESENTATIONS THAT TAKE PLACE WHERE A PROJECTOR IS NOT AVAILABLE.**

Executive Director Pam Borda put this on the agenda in order to save time in the event that NCED does not approve this item in the Supplemental grant request.

ACTION: Jolene Supp motioned approval to purchase a projector for presentations after ECEDA is notified if grant funds are awarded. Brandon Palmer seconded the motion. The motion passed.

- 6) ****REVIEW, DISCUSSION AND POSSIBLE APPROVAL TO PURCHASE SOFTWARE AND ACCESSORIES TO RECORD MEETINGS AND TAKE MINUTES WITH A LAP TOP COMPUTER.**

Executive Director Pam Borda put this on the agenda in order to save time in the event that NCED does not approve this item in the Supplemental grant request.

ACTION: Jolene Supp motioned approval to purchase software and accessories after ECEDA is notified if grant funds are awarded. Pam Smith seconded the motion. The motion passed.

REVIEW OF LETTER SUBMITTED TO ELKO COUNTY ON THE TRAVEL MANAGEMENT PLAN.

Randy Brown, Director of Planning & Zoning, County Surveyor, has been to previous ECEDA Board meeting to update the Board on the status to the Travel Management Plan. The process is moving into the final public hearings and Randy Brown called ECEDA to support the Counties position on the plan. Executive Director Pam Borda exercised her authority and prepared and read a letter of support at the Travel Management Plan meeting on February 22, 2011.

G. REPORTS

- 1) **STATUS AND LEADS:** Staff will provide a summary of ECEDA's activities and active leads. A written Staff Report was provided in the Board Packet.

Elko Daily Free Press: Will be producing a piece that will include information on Why do business in Elko County? It will be a chance for ECEDA to make money and not spend any. Betti Magney said that ECEDA would received 15% of the gross.

Dream It Do It Update: The February 18, 2011 meeting went very well. The Carson City folks were impressed with our college. Carl Diekhans stated that it was a good introductory meeting and the College will

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work with the Development Authority. Jason Ashby attended the meeting and said that it was exciting to see the steps. Don Newman also attended and was happy to see business and education working together.

Summit Update: Pam Borda stated that this National Mining Summit meeting is about communities not about mining companies and wants to make sure that everyone understands that and hope for lots of participation from our community and local government.

- 2) **NNRR PROJECT:** Commissioner Charlie Myers and staff will report on the progress of the County's NNRR Planning Committee and the Railport Project.
- 3) **RNDC** – report from Shirley Alen on NRDC meetings

H. BOARD MEMBER REPORTS

Members will be provided the opportunity to give a short report on their business or their city/county.

I. SCHEDULE NEXT MEETING

ECEDA's next regular Board of Directors meeting is normally scheduled for Wednesday, March 23, 2011 at 1:00 pm at Great Basin College, Berg Hall.

J. ADJOURN

Respectfully submitted:

DE
Diana Duncan Elwess
Operations Coordinator