

## **Cheyenne-Laramie County Economic Development Joint Powers Board**

Board of Directors Meeting Minutes

November 28, 2023- 7:30 a.m.

Hybrid Meeting – Zoom & Cheyenne Regional Airport Board Room  
4020 Airport Pkwy W Cheyenne, WY 82001

### Board Members in Attendance

Shari Bremer, Secretary/Treasurer – In Person  
Dave Keiter – In Person  
Kevin Marquardt – Zoom  
Trey Rinne, Vice Chair – In Person  
Mike Williams, Chair – In Person

### Board Members/Staff Not In Attendance

Dr. JJ Chen  
Josh Morris

### Others in Attendance

Brittany Ashby, Align – Zoom  
Kristie Wilson, Align – In Person  
Zach Valerio, Align/WEDA – Zoom  
Chris Brennan, WRA&B Counsel – In Person  
Charles Bloom, DDA – Zoom  
Pat Currie – Currie’s Cuisine – Zoom  
Thom Gabrukiewicz, DDA – In Person  
Linda Heath, Laramie County - Zoom  
Wendy Volk – Airport, CRAFT – In Person

The regular meeting of the Cheyenne-Laramie County Economic Development Joint Powers Board began at 7:31 a.m. with five of the seven board members present in person and via Zoom, with Mike Williams, Chair, presiding.

### Action Items

The Cheyenne-Laramie County Economic Development Joint Powers Board meeting agenda for November 28, 2023, was presented for adoption.

A Rinne/Bremer motion was made and seconded to adopt the November 28, 2023, meeting agenda. The motion passed as amended unanimously.

The Cheyenne-Laramie County Economic Development Joint Powers Board, November 28, 2023, consent agenda was presented for adoption.

A Rinne/Bremer motion was made and seconded to adopt the November 28, 2023, consent agenda; October 24, 2023, meeting minutes; October 31, 2023, financials; the November 2023 vouchers totaling \$3,456.21. The motion passed unanimously.

### 2023 CPA Review Report

Scott Buckingham and Shannon Rigali from Lenart, Mason & Associates presented the CPA Review Report.

### Guest Speakers

To connect more with the economic development community, the JPB requested that the SBDC Network Success Story businesses come to chat with the board. Cylie Erickson and Alexa Blooding, owners of the Sunshine Plant Company in Cheyenne, Laramie County, are the first to present their story. When Mike Williams asked them what would make the process easier to obtain funding, they answered to educate the public that these resources are available and have one central location/HUB highlighting and connecting to them.

### Partner Updates

#### **City of Cheyenne**

Councilman Rinne gave a report from the City Council of Cheyenne.

#### **Laramie County**

Commissioner Linda Heath gave a report for the County.

**DDA**

Both Charles Bloom and Thom Gabrukiewicz provided an update.

**Visit Cheyenne**

Domenic Bravo gave a report for Visit Cheyenne.

**Cheyenne Regional Airport/CRAFT**

Wendy Volk provided an update on behalf of the Airport and CRAFT.

**LEADS**

Betsey Hale gave an update for Cheyenne LEADS.

**New Business**

**Currie’s Cuisine 2023-24 Funding Request**

Pat and Amy Currie presented a funding request for \$25,579.36 JPB grant monies for their project starting January 2024. The Board will consider, conduct final discussions, and vote at the meeting on January 23, 2024.

**2720 Capitol LLC Funding Request**

Amy and Dan Surdam could not attend the meeting to request this funding. Mike Williams tabled this funding request until January 2024.

**Old Business**

**By-laws Review Committee**

Chris Brennan updated the board on the by-laws review committee and the changes to be made. Updated the office to The Align Team’s office and added proxy voting under a specific process. The committee also updated the election process of officers in the August meeting. Mike directed the Board to review the draft and vote at the January 2024 meeting.

**Marketing RFP Update**

Prairie Sage Creative is currently working on new designs to be emailed to the board and all the partners for branding standardization and feedback.

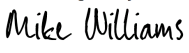
**Adjourn**

Having no further business, the meeting adjourned at 8:05 a.m. The next regular Cheyenne-Laramie County Economic Development Joint Powers Board meeting will be held on Zoom and in person at the Cheyenne Regional Airport Boardroom on Tuesday, January 23, 2024, at 7:30 a.m.


**Minutes Submitted by:**

Kristie Wilson

**Minutes Signed by Chair after Board approval:**

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Mike Williams, Chair  
1/23/2024

**Signature by Sec/Treas of Minutes Publication:**

DocuSigned by:  
  
8AAB856A1B5A47D...  
Shari Bremer, Secretary/Treasurer  
1/23/2024