

Laramie County Economic Development Joint Powers Board

Board of Directors - Minutes – August 23, 2022- 7:30 a.m.

Hybrid Meeting – Zoom & Jonah Bank, 2nd Fl Conf Room, 205 Storey Blvd, Cheyenne WY 82001

Board Members in Attendance

Shari Bremmer – In Person
Dr. JJ Chen – Zoom
Sharon Fain – In Person
Kevin Marquardt – Zoom
Josh Morris - In Person
Trey Rinne – In Person
Mike Williams -In Person

Board Members Not Present

All members present

Others in Attendance

Brittany Ashby, Align – Zoom
Kristie Wilson, Align – In Person
Gay Woodhouse – In Person
Elissa Ruckle - Zoom
Betsey Hale, LEADS – In Person
Hayley Chenchar, DDA – In Person
Wendy Volk, CRAFT – Zoom
Domenic Bravo, DDA - Zoom
Gunnar Malm, Laramie Cty Commissioners – In Person

The regular meeting of the Cheyenne Laramie County Economic Development Joint Powers Board assembled with all Board members present at 7:29 a.m., in person and via Zoom, with Mike Williams, board chair presiding. Roll call was conducted.

Action Items

The Laramie County Economic Development Joint Powers Board meeting agenda for August 23, 2022, was presented for adoption.

A Trey Rinne/Sharon Fain motion was made and seconded to adopt the August 23, 2022, meeting agenda as presented. The motion passed unanimously.

Introductions of new board members: Josh Morris and Shari Bremmer. The board members and guest introduced themselves to the new members.

The Laramie County Economic Development Joint Powers Board August 23, 2022, consent agenda was presented for adoption.

A Sharon Fain/Trey Rinne motion was made and seconded to adopt the August 23, 2022, consent agenda; June 28, 2022, meeting minutes; June 30 and July 31, 2022, financials; the July 2022 vouchers totaling \$50,593.07 and the August 2022 vouchers totaling \$1,803.13. The motion passed unanimously.

New Business

Officer Elections

Mike Williams is willing to stay on as Chair and Sharon Fain is willing to remain Co-Chair. Trey Rinne self-nominated as Secretary/Treasurer.

A Josh Morris/Dr. JJ Chen motion was made to approve the Mike Williams, Sharon Fain and Trey Rinne nomination slate of officers. Motion passed unanimously.

CPA Bookkeeping Agreement

Brittany explained the increase in fee and bookkeeping.

A Trey Rinne/Sharon Fain motion to approve was made. Motion passed unanimously.

CPA Review Agreement

The SOW from Lenhart & Mason was presented to the Board for review.

Motion to approve from Josh Morris/Dr. JJ Chen seconded. Motion carried.

EDA Grant Discussion

Brittany is looking into applying for an EDA grant to expand the Revolving Loan Fund. She has talked with the new Regional EDA contact and is waiting to hear from the Revolving Loan Fund people. The first step is getting a SAM's number which is proving to be tricky with the JPB and Gay is helping. When we are ready to write the grant, we will work with a grant writer that the county commissioners hired using a Rocky Mountain Power grant. The grant writer informed us that she was having a hard time finding viable projects to write for so this will be good.

County Funding/Contract Discussion

Our past discussion with Commissioner Malm is that the intent from the County is to move the former revolving loan money into the operating account to clean up the records and fund the additional monies to equal \$200,000 per year for payment to the Joint Powers Board. Discussion ensued on how to get a new contract and contract number from the County so that money can be drawn down by the Board every month. Comm Malm will check with Mark Voss and work with Gay Woodhouse to get this worked out.

Grantee Updates

Elissa Ruckle from Impact Wyoming updated the Board that they have shifted their BE Cheyenne program to a Fall start. Trying to catch and recruit students as they were sprinting toward June proved to be a bit challenging. They will start their promotion/recruiting activities in August and will be working with LCSD teachers to identify and invite students this September. They will work to launch and schedule their BE Cheyenne in October. Elissa asks if anyone knows of local businesses who might want to sponsor the BE Cheyenne program or local entrepreneurs who might be interested in serving as a BE Mentor or Pitch Night Judge to have them connect with her. This pitch night will most likely take place in November.

Old Business

None.

Partner Updates

City of Cheyenne

Dr. Rinne authorized Commissioner Gunnar Malm to give the report and update to the JPB on City of Cheyenne happenings.

Laramie County

Commissioner Gunnar Malm reported on recent Laramie County activities.

LEADS

Betsey gave the LEADS stats and report for the month.

DDA

Haylee Chenchar gave an update and report on DDA projects.

Visit Cheyenne

Domenic Bravo with Visit Cheyenne gave an update and report on their activities.

CRAFT

Wendy Volk gave a CRAFT report, runway reconstruction schedule, and travel statistic in and out of Cheyenne. They will be submitting a request for grant at the September JPB meeting.

ACTION ITEMS:

ACTION: Change bank signature cards to add Trey and remove Kim - Kristie

ACTION: Follow up with County on 22/23 Contract – Gay & Kristie

Having no further business, the meeting adjourned at 8:21 a.m. The next regular Cheyenne-Laramie County Economic Development Joint Powers Board meeting will be held on Zoom and in-person at the Jonah Bank North Branch, 2nd Floor, on Tuesday, September 27, 2022, at 7:30 a.m.