

LBID MEETING MINUTES
Thursday, June 20th, 2019 - 8:30 am
Murray Hotel Conference Room

1. Roll Call – In Attendance - Kristen Galbraith, David DePuy, Karla Pettit, Dan Kaul, Kathryn Borneman, Tyler Erickson

Absent: Dale Sexton

Also in Attendance: NA

2. Public Comment for Items not on the Agenda & Scheduled Public Comment
Public Comment – None.
Scheduled Public Comment – None.

3. Discussion/Action Items

- A. Review/Modify/Approve Past Meeting Minutes – ***Motion to approve by Tyler Erickson; second by Karla Pettit; no discussion and all in favor.***
- B. Discuss/Approve/Deny Payments on Current Invoices - ***Motion to approve invoices by Kathryn Borneman; second by Tyler Erickson; no discussion and all in favor.***
- C. Review of LBID Expenses/Revenue – Review of banner income and payments made since January 2019.
- D. Discuss/approve/Deny Contract for Admin Services – Buzz Media – Contract review of admin services to be performed by Kris King at \$30/hour at no more than 20 hours per month. ***Motion to approve Admin Services Contract by Kathryn Borneman; second by Tyler Erickson; discussion of past payment structure and rates; and, all in favor.***
- E. Signature of Revised Flower/Garbage Contract; Revised Graffiti Contract; and; Revised Banner Contract by LBID and Contractor – Tabled.
Discussion of Dale’s communication with Randy. Karla indicated that Randy does not have any insurance coverage at this point. Dan discussed that we may have to purchase interim insurance. Karla will talk to Alice about insurance until the end of September for coverage for LBID.
Discussion of interim services if Randy can’t provide insurance certificates.
Discussion of invoices being sent to Cat while Kristen is away. Suggestion to discuss this all with the City Attorney – Karla will try to get in touch with Jay Porteen and then be in touch with board members.

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- F. Additional Discussion Items from Board Members – Kristen discussed that Requests for Proposals will be advertised as of 7/15 and due 8/15; discussion of need of graffiti RFP and maybe just do graffiti removal services as a call for service on an as needed basis.
4. Update on Business Items of Interest
 - A. Equipment Inventory List – Randy was not present and this item could not be discussed.
 - B. Banner Program –Kristen discussed three entities with banners this summer so far.
 - C. Graffiti Remediation – No discussion.
 - D. Flower Baskets Program – Discussion of the watering program.
 - E. Main Street Construction – Discussion of work in progress.
 - F. Additional New Business from Board Members – Karla discussed sidewalk condition issues and her discussion with Matt from the City.
 5. Public Comment – None.
 6. Discussion of next Meeting Date and Agenda – August 15th at 8:30 a.m. Reminder of no meeting in July.
 7. Adjourn – ***Motion to adjourn at 9:40 a.m. by Kathryn; second by Dan; no discussion and all in favor.***

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