



Governance

GOVERNANCE COMMITTEE

MONDAY, JUNE 18, 2018

6:30 P.M.

(Meeting Held at Gund Hall)

MEETING MINUTES

Call to Order: 6:31 PM

Roll Call: Norris, Slifcak, Smith Present; Advisors McWilliams present; Sanderson not present

BUSINESS:

- Gund Hall FMD Presentation
 - Melanie Friedman reviewed preliminary Gund Hall Conceptual Design Narrative.
 - Bare minimum scope of work requires mechanicals in vestibule, electrical upgrade, sound panels, brides room, bathrooms, catering kitchen, repaving at entryway.
 - Elective alternates are extensive site work, some architectural detail, and defer kitchen upgrades.
 - Next steps:
 - Design Development Phase which would fine tune design specs
 - Do physical inspection of competitive facilities
 - ID must have amenities for Gund
 - Complete a cost/benefit analysis
 - ID fundraising strategy
 - ID project manager from Board
 - Engage FMD for the Design Development phase
- March 10th Special meeting and May 9th Governance Committee Minutes
 - Under review and will be submitted to the June board meeting
- Bond Refinancing
 - Bond Advisor chose RBC as the underwriter
 - Slifcak disclosed conflict of interest and was not aware of the Bond Advisor's selection and will not be discussing or voting on this matter and will be signing conflict of interest disclosures.
 - Expected savings to tax payer \$1,100,000 over life of the bonds
- Audit Update
 - Charles Harris, auditor, submitted draft audit to the State Auditor. The state reviews and approves the final audit.
 - Norris to coordinate auditor presentation to the board

- Fiscal Reporting Transition Plan
 - Tim Clymer will work with Sandy Turk on a checklist to transition records.
 - Tim scheduled for UAN training in July
 - Books should transition by August

- Budget YTD Review
 - May YTD reviewed

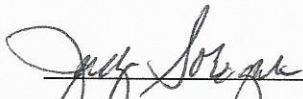
- Insurance Renewal
 - The policy is renewed on June 25th
 - Norris if following up with renewal application
- Office Update
 - Need volunteers and vendors to complete work. Estimates as follows:
 - Floor installation \$1,000
 - HVAC \$1,000
 - Roof Vent\$1,000
 - Water system \$2,200
 - Target August 1st certificate of occupancy
- Inventory
 - Discussion on scrapping process
 - Research using Govbid.com for scrapping

- Other Business
 - Record retention policy under review with RJRD legal
 - Request that new fiscal officer review

- ADJOURNMENT: Motion was made by Smith and seconded by Norris to adjourn at 8:02 PM.

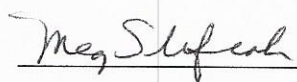
Submitted by:

Accepted by:



Judy Soroczak, Administrative Coordinator

Date: 8-27-18



Meg Slifcak, Committee Chair

Date: 8/27/18