

MINUTES OF JUNE 10, 2020

GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT
817 Colorado Avenue, Suite 201
Glenwood Springs, Colorado

1. Call to Order at 9:00 am

- 2. Roll called by Administrative Assistant:** Director Gregg Rippy, Present
Director Mike Samson, Present
Director Steve Rippy, Present
Quorum established.
Also in attendance: Andrew Gorgey, General Counsel
Barbara Gold, Administrative Assistant by Zoom

3. Additions or Changes to Agenda.

- a. Consent Calendar will be 5.a only. There are no requests for payment.

4. Approval of Minutes.

- a. May 15, 2020

MOTION to approve by Director S Rippy, second by Director Samson, PASSED vote of 3-0.

5. Consent Calendar.

- a. Approve Expenses

MOTION to approve by Director S Rippy, second by Director Samson, PASSED vote of 3-0

6. Comments from Public on Items Not Scheduled on the Agenda.

None; there are no persons from the public attending through the Zoom meeting.

7. Reports or Updates.

General Discussion of Balance Sheet and P&L Report; expenses are as expected; reconciliation of bank accounts approved. MOTION to accept Financial Reports, subject to audit, by Director Samson, second by Director S Rippy, PASSED vote of 3-0.

- b. Correspondence. Mountain West informed they will no longer be providing notice of nonpayment or cancellation; transfer from ColoTrust to Alpine confirmed; email exchange and telephone conversation with Ken Haptonstall regarding Colorado River BOCES, grants, FML procedure; conversation with Michael Lowe on behalf of Yampa Mountain School re: history of GCFMLD policy on planning grants; responded to survey from Beth Justice of SIPA; Matt Langhorst has picked up sign for Glenwood Springs Cedar Crest project; thank you note from landlord.

- c. Staff Reports

- i. Administrative Assistant to the Board. The plaques for the annual luncheon spring grants have been ordered; permanent project stickers have been replenished; 2021 annual luncheon has been confirmed for January 15, 2021; miscellaneous correspondence regarding submitted grant agreements has been addressed; credit as a result of overpayment on rent has been applied to electric bill.
- ii. General Counsel. Regular staff meetings held on first and third Thursdays via Zoom; Administrative Assistant corrected balance sheet as requested to reflect 2020 Spring Grants in "Grants Not Distributed" total; General Counsel shares the Garfield County 2020 budget for example of potential upgrade to GCFMLD Annual Budget and Annual Financial Statements; General Counsel corresponded with CEBT regarding proposal for medical insurance; 2020 SDA Conference has been cancelled.

8. Items Removed From Consent Calendar.

None

9. Unfinished Business.

a. 2019 Financial Statements Audit

General Counsel presents an overview of the final 2019 Audit and highlights the edits that have been made, points out some comparisons for future improvements; MOTION to approve audit as submitted and have President Rippey sign Agreement letter by Director S Rippey, second by Director Samson, PASSED vote of 3-0.

b. ColoTrust Signature Authority

MOTION to have all Board members authorized to transfer funds to and from ColoTrust by Director S Rippey, second by Director Samson, PASSED vote 3-0. Staff to follow up regarding training.

10. New Business

a. Grant Issues & Updates

i. 19-FT-02, Carbondale & Rural Fire Protection District, Modification Request

General Discussion; request appears premature as this is a traditional grant not due to be completed until Fall of 2021, agency still has 16 months to complete; Board instructs General Counsel to communicate timeline with grantee.

ii. 20-ST-03, CSEU Modification Letter; Board directs General Counsel to communicate with CSEU, sending formal GCFMLD Status Request Form.

b. Joint Grant Program

General Discussion; Board decides to put Joint Grant Program on hold at this time due to financial forecast; directs General Counsel and Administrative Assistant to have notification posted on website and prepare a general email. Grant applications for Fall 2020 Grant Cycle (Traditional and Mini) available on website July 31, 2020, due by August 28, 2020 noon.

c. 2021 Annual Luncheon Menu

Board agrees to duplicate the 2020 menu of tenderloin, chicken, roasted garlic potatoes, asparagus; Administrative Assistant will contact GRHD to see if two deserts can be offered.

d. Sharefile Update

General Discussion; General Counsel relates history of cloud-based storage, file hierarchy, and use of shared files; General Counsel and Administrative Assistant are working to update folders and review stored content and its relevance. Staff is also working on an Operations Manual for future administration, an ongoing project. URL is GarfieldFMLD.sharefile.com. "Professional Services" folder will be added for annual agreements with service providers.

11. Other Business.

None

12. Executive Session

None

13. Next Meeting.

July 8, 2020, 9:00 a.m. - District Office

14. Adjourn.

Adjourned at 10:16 a.m.


Steve Rippey, Secretary

7-8-20
Date