

Minutes from EDBID board meeting 11/7/2013 at HDR conference room at 8am.

Attendance: Cadence, Steve, Juliana, Sally, Mary Kay, David, Pam, Kim, Cindi, Roger.

Meeting called to order at 8:05am.

Opening Remarks: None.

Action Items from 10/24/2013:

Mary Kay and Jenny wrote a paragraph for the work plan.

Pam contacted Kevin regarding the boundary committee. We decided to table it until 2015.

Roger responded to the questions regarding the budget and some questions David had sent to him.

City Update: In response to the email that David had sent to Roger, Dale Terwedo's dual business billing has been resolved. In the future the Finance Dept. would like any businesses that have special circumstances to write a letter to the BID board and have the board vote on a decision. The finance department would also like to be cc'd at Sarah.Mager@edmondswa.gov on any decisions the board makes that the Finance Dept. need to be aware of.

Regarding insurance, we are covered under the City of Edmonds insurance.

Regarding spending funds: The way the 2013 work plan/ budget was written as estimated expenditures it allows the board flexibility to move funds that were unallocated or unused to other budget items. Roger advised that we change the wording on the work plan to budgeted expenditures from estimated expenses.

Action item: Roger will find out if the non-profit will also covered under the Cities insurance.

Work plan/Budget: We are on the City Council agenda for Nov 19. We changed the wording to Budget expenditures from estimated expenses. Under General Provisions we changed District Association to EDBID board.

501c3: The nonprofit has been formed. Forming a corporation with the IRS is next.

Action Items: A meeting needs to be scheduled with Roger, Jeff Taraday, Stephen and BID board to clarify the responsibilities of the BID board and the 501c3.

Treasurer Report: We have spent \$789.22.

RFP: After extensive review 4 finalists have been selected from the 19 that were submitted. They are:

DEI Creative
Turnstyle
Golden Lasso
If/Then

Interviews are scheduled for Nov 14 and 15th. The committee is working on a list of questions. Pam will lead the interviews. Since it appears we will have a quorum, Cindi will post special meeting notices and the interviews will be open to the public.

Survey by the Edmonds Community College has been started.

No new business.

No public comments.

Meeting adjourned at 9:40am. Next meeting is Nov 21 at HDR conference room at 8am.